

AGENDA
KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF TRUSTEES
 Board Room 1900 18th Avenue 3:30 p.m.
 Kingsburg, CA 93631
 February 7, 2018

1. **CALL TO ORDER** _____

2. **SALUTE TO THE FLAG**

3. **ROLL CALL AND ESTABLISHMENT OF A QUORUM**

Members Present		

Members Absent		
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4. **OTHERS PRESENT** _____

5. **APPROVAL OF AGENDA**

Motion _____ Second _____ Vote _____

6. **PUBLIC COMMENT**

Public Comment

The Public Comment portion of the agenda provides an opportunity for the public to address the Governing Board on items within the Board's jurisdiction and which are not already on the agenda. The Board of Education is prohibited by law from taking action on matters discussed that are not on the agenda and no adverse conclusions should be drawn if the Board does not respond to public comments made at this time. Concerns will be referred to the Superintendent's office for review and response. Speakers should limit their comments to three (3) minutes. Twenty (20) minutes per issue will be allowed. Any person who wishes to speak during this time should rise and be recognized by the President. Speakers should state their name and the subject of their remarks. These time limits may be extended by action of the Board as necessary.

Board Room Accessibility: *The Kingsburg Joint Union High School District encourages those with disabilities to participate fully in the public meeting process. If you need a disability related modification or accommodation, including auxiliary aids or services to participate in the public meeting, please contact the Administrative Assistant to the Superintendent at 897-7721 at least 48 hours before the scheduled Board of Trustees meeting so that we may make every reasonable effort to accommodate you [Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132.)]*

7. **APPROVAL OF MINUTES**

7.1 Regular Meeting – January 8, 2018

8. REPORTS

- 8.1 Superintendent Report
- 8.2 Principal Report
- 8.3 Director Alternative Education Report
- 8.4 Student Representative Report
- 8.5 Agriculture Department Presentation

9. ACTION

- 9.1 Accounts Payable for January 2018 1
- 9.2 Interdistrict Permit Requests – 2017-18; 2018-19 13
- 9.3 Resignation Classroom Aide 18
- 9.4 Resignation Teacher Assistant 20
- 9.5 Overnight Trip Music in the Park, Disneyland 22
- 9.6 Overnight Trip Reno Jazz Festival 25
- 9.7 Overnight Trip Virtual Enterprise 28
- 9.8 KJUHSD - Facility Fee Schedule 32
- 9.9 Agreement KJUHSD/ Taylor Group Architect..... 35

10. DISCUSSION

- 10.1 Mandated Board Policy -First Reading 48

11. WRITTEN INFORMATION

- 11.1 Student Body Fund Report for December 2017 58
- 11.2 Student Body Donations 2017-18 61
- 11.3 Suspension Report for January 2018 62

12. CLOSED SESSION – Notice to Public (Closed Session Items Covered by Law May Be Requested Or Called For As Per: Government Codes: 54954.3; 54956.7; 54956.8; 54956.86; 54956.9 (a), (b), (c); 54956.95; 54957; 54957.6; 54957.8 and Education Codes: 48900; 49070.)

- 12.1 Drama Department Assistant and Volunteer 63
- 12.2 Music Department Chaperones 64
- 12.3 KHS Coach – JV Softball Assistant Coach 65

From _____ to _____

13. ACTION REPORTED OUT OF CLOSED SESSION, IF ANY

14. ITEMS FOR NEXT AGENDA

None

15. ADJOURNMENT _____
(Time)

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____

Nagle: _____ Serpa: _____ Jackson: _____ Thomsen: _____ Lunde: _____

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
Minutes of the Regular Meeting of the Board of Trustees

PLACE AND DATE

Kingsburg High School District Office, Kingsburg High School, 1900 18th Avenue, Kingsburg, California, January 8, 2018.

CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Mr. Brent Lunde, President.

MEMBERS PRESENT

Mr. Brent Lunde, President
 Mr. Johnie Thomsen, Clerk
 Mr. Rick Jackson, Member
 Mr. Mike Serpa, Member
 Mr. Steve Nagle, Member

MEMBERS ABSENT

None

OTHERS PRESENT

Mr. Don Shoemaker, Superintendent
 Ms. Andrea Salvador, Interim Business Manager
 Ms. Cindy Schreiner, Director Student Services
 Ms. Shari Jensen, Superintendent Administrative Assistant

Other staff members, students, and citizens – list on file in the district office.

APPROVAL OF AGENDA (M157-1718)

Mr. Thomsen moved to approve the agenda as presented.

Mr. Jackson seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Nagle: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

Mr. Thomsen: Aye

Mr. Lunde: Aye

PUBLIC COMMENTS

Citizen question: (Nicole Jensen) Why are potential coaches presented in the agenda during closed session?

Response: (Board President- Brent Lunde/ Member- Rick Jackson) Any personnel appointments, employment or evaluation is done in closed session.

APPROVAL OF MINUTES

REGULAR MEETING – DECEMBER 11, 2017 (M158-1718)

Mr. Serpa moved to approve the minutes of the regular meeting of December 11, 2017 as presented in 7.1 of the supporting documents.

Mr. Nagle seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Nagle: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

Mr. Thomsen: Aye

Mr. Lunde: Aye

SPECIAL MEETING – DECEMBER 13, 2017 (M159-1718)

Mr. Nagle moved to approve the minutes of the special meeting of December 13, 2017 as presented in 7.2 of the supporting documents.

Mr. Thomsen seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Nagle: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

Mr. Thomsen: Aye

Mr. Lunde: Aye

SPECIAL MEETING – DECEMBER 20, 2017 (M160-1718)

Mr. Serpa moved to approve the minutes of the special meeting of December 20, 2017 as presented in 7.3 of the supporting documents.

Mr. Thomsen seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Nagle: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

Mr. Thomsen: Aye

Mr. Lunde: Aye

SUPERINTENDENT REPORT

- City of Kingsburg, (Adam Castaneda and Alex Henderson), and District met to discuss the re-surfacing of the Crandell Swim Complex on campus. District has allotted money, but the City at this time is not able to match amount to move forward with the resurfacing project. Testing was done for leakage, with none found. Status at this time is to wait until future date for resurfacing the pool. City of Kingsburg doing a good job helping to maintain the pool, and recently replaced the sand filters at a substantial cost.
- Maintenance Building Project: Bids will be accepted on 1/10/18 and 1/17/18. Bids in by February 2nd.
- Future Tech Summit to be held at Kingsburg High School. Kingsburg Charter Elementary School District, Clay Elementary School District and Traver Elementary School District will come together to collaborate and share insights into the use of technology in their districts.
- Staff will be participating in Suicide Prevention Training. Goal - all personnel complete the training by the end of January.

PRINCIPAL REPORT

- Presenter – Superintendent, Don Shoemaker (Principal absent)
- The Band and Choir Christmas Performances in the Little Theater were a great success with sold out crowds.
- Winter sports are in full swing.
- Winter Formal was fantastic. 415 students attended.

BOND OVERSIGHT COMMITTEE REPORT

- Presenter – Ben Carlson
- The Bond Oversight Committee met on December 7th, 2017 at the district office.
- Committee reviewed all projects listed in the Bond measure and elected officers.
- Projects have been completed and those in progress were shown to comply with monies spent as of current date.
- It is the consensus of the Committee that all projects and monies are well accounted for and that the Bond Measure is on the correct path.

STUDENT REPRESENTATIVE REPORT

- Presenter – Brenden Wilson/Student Representative
- ASB was very busy at the end of the second semester with holiday dress up days and organizing the Winter Formal.
- Formal was a successful Fairy Tale Theme. The ASB Officers and Mr. Davis worked hard to make it a success.
- Key Club, Math Club and Catholics in Action all adopted families for the holidays, and their generosity was greatly appreciated.

SPECIAL EDUCATION DEPARTMENT PRESENTATION

- Presenter - Elizabeth VanderVelde/Department Head
- Department has four teachers, 5 aides, 96 students.
- Services: Speech Therapy; School Psychologists/Counseling; Adaptive P.E.; Orthopedic.
- Classes: Tutorial 9th/11th; Tutorial 12th; Life Skills
- Focus this year: Departmental alignment of grade-level transition assessments; Training for writing better baseline data into IEPs; Implementation of electronic data collection. At this time department is completing California Special Education Compliance Review.
- Board member questions: Will number of students be increasing? Population tends to decrease and increase from year to year. Statistics anticipate more autism and emotionally disturbed. KJUHS is in alignment with national average of approximately 10% of population receiving special education services.

ART DEPARTMENT PRESENTATION

- Presenter - Patricia Crose/Ceramics Teacher
- Four instructors: John Burroughs/Digital Photography; Patricia Crose/Ceramics; Lissa Engstrom/Stage Craft Design; Art Velarde/Art, Draw, Paint
- Digital Photography – Painting Light; Stop Action Shutter Control; High Speed; Long Exposures.
- Ceramics and Art classes focus on the fundamentals of design and color, working with technology devices to help with presentations, research quizzes and tests to master the basics before moving into actual project work.

- Big Fresno Fair highlights the projects students are doing in ceramics and draw/paint. All student submissions to the Fair received blue ribbons. This year students were selected to Best of Show in the drawing category, Fresno Fair People's Choice Award and recipient of the Society of Western Artist and Allards Award. Ceramics had three first place entries and one second place.
- Ceramics- focus on basic, moving into projects such as the clay masks and other mediums. Advance Ceramics sculptures from nature. Potter's wheel a highlight for student experience.
- Art/Draw – Students can progress in skill from Art 1, Draw Paint 1, Draw Paint 2-3 and AP Studio Art. AP students often score 5, top mark, in the AP class.
- Stagecraft Design –Performances provide experience as stage managers, designers, crew leaders and lighting masters all of which require problem solving and team building. Outside of KHS productions, students participate at: Theatre Festivals; Tech Competitions; Community Theatre.
- Question from board member: What do you need as a department? ANS: Department Budgets for the semester/year. Ceramics kiln needs shelving replaced.

BOARD ACTION

BILLS PAID DECEMBER 2017 (M161-1718)

Mr. Serpa moved to approve the bills paid for December 2017 as presented in 9.1 of the supporting documents.

Mr. Nagle seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Nagle: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

Mr. Thomsen: Aye

Mr. Lunde: Aye

INTERDISTRICT TRANSFERS

9.2 Moved to Closed Session

AUDIT REPORT 2016-2017 (M162-1718)

Mr. Jackson moved to approve the Kingsburg Joint Union High School District Audit Report for 2016-2017 as presented in 9.3 of the supporting document.

Mr. Nagle seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Nagle: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

Mr. Thomsen: Aye

Mr. Lunde: Aye

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT 2018-2019 SCHOOL CALENDAR (M163-1718)

Mr. Serpa moved to approve the Kingsburg Joint Union High School District 2018-2019 School Calendar as presented in 9.4 of the supporting document.

Mr. Thomsen seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Nagle: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

Mr. Thomsen: Aye

Mr. Lunde: Aye

SCHOOL PLAN FOR STUDENT ACHIEVEMENT AND ANNUAL EVALUATION 2017-2018**(M164-1718)**

Mr. Jackson moved to approve the School Plan for Student Achievement and Annual Evaluation as presented in 9.5 of the supporting documents.

Mr. Thomsen seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Nagle: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

Mr. Thomsen: Aye

Mr. Lunde: Aye

APPOINTMENT ATTENDANCE SUPERVISOR (M165-1718)

Mr. Nagle moved to approve the appointment of Ivan Nunez as the Kingsburg Joint Union High School District Attendance Supervisor as presented in 9.6 of the supporting documents.

Mr. Jackson seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Nagle: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

Mr. Thomsen: Aye

Mr. Lunde: Aye

THE TAYLOR GROUP, ARCHITECTS (M166-1718)

Mr. Serpa moved to approve the company, Taylor Group Architects, for some of the upcoming Kingsburg Joint Union High School projects as presented in 9.7 of the supporting document.

Mr. Nagle seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Nagle: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

Mr. Thomsen: Aye

Mr. Lunde: Aye

SECOND READING- MANDATED BOARD POLICY (M167-1718)

Mr. Jackson moved to approve Second Reading- Mandated Board Policy, July 2017 Packet, as presented in 9.8 of the supporting document.

Mr. Serpa seconded the motion.

The motion carried: 4 ayes; 1 noes;

Mr. Nagle: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

Mr. Thomsen: Aye

Mr. Lunde: Nay

WRITTEN INFORMATION**SUSPENSION REPORT – DECEMBER 2017**

The Board noted the suspension report for Kingsburg High School and Oasis High School for December 2017 as presented in 11.1 of the supporting document.

CLOSED SESSION

INTERDISTRICT TRANSFERS (M168-1718)

KHS ASSISTANT SOFTBALL COACH (Tabled)

The Board met in closed session from 7:08 p.m. to 8:28 p.m.

ITEMS REPORTED OUT OF CLOSED SESSION

INTERDISTRICT TRANSFERS (M168-1718)

Mr. Nagle moved to approve the Interdistrict Transfers in and out of the Kingsburg Joint Union High School District as recommended by Superintendent as presented in 9.2 of the supporting document. Mr. Thomsen seconded the motion.

- The motion carried: 5 ayes; 0 noes;
- Mr. Nagle: Aye
- Mr. Serpa: Aye
- Mr. Jackson: Aye
- Mr. Thomsen: Aye
- Mr. Lunde: Aye

ADJOURNMENT (M169-1718)

Mr. Serpa moved to adjourn the meeting at 8:30 p.m. Mr. Nagle seconded the motion.

- The motion carried: 5 ayes; 0 noes;
- Mr. Nagle: Aye
- Mr. Serpa: Aye
- Mr. Jackson: Aye
- Mr. Thomsen: Aye
- Mr. Lunde: Aye

Minutes of the regular meeting January 8, 2018 are approved except for the following omissions, deletions or changes:

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____

Nagle: _____ Serpa: _____ Jackson: _____ Thomsen: _____ Lunde: _____

Minutes of the regular meeting of January 8, 2018 are approved by action of the board.

Brent Lunde
President of the Board

Johnie Thomsen
Clerk of the Board

ISSUE: Presentation of Accounts Payable for the month of January 2018.

ACTION: Presentation of Accounts Payable for the month of January 2018.

RECOMMENDATION: Recommend approval.

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Nagle: _____ Serpa: _____ Jackson: _____ Thomsen: _____ Lunde: _____

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
ACCOUNTS PAYABLE BOARD REPORT
Issue Date: 01/01/2018 thru 01/31/2018
Regular Meeting February 7, 2018

0100-General Fund

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fr---Ob-----Si--Dp	Amount
12-ACSA	512079160	PO-180008	ANNUAL DUES	0100-00000-0-0000-7150-530000-000-9978	489.00
				Warrant Total:	489.00
				Vendor Total:	489.00
1253-AMAZON.COM LLC	512075683	PO-180416	SUPPLIES-R.A.	0100-73380-0-1110-1000-430000-001-0000	35.34
		PO-180408	SUPPLIES-TECHNOLOGY	0100-00000-0-1110-1000-430000-001-2017	1,299.99
		PO-180408	SUPPLIES-TECHNOLOGY	0100-00000-0-1110-1000-430000-001-2017	3,381.92
		PO-180410	SUPPLIES-ART	0100-63000-0-1110-1000-430000-001-0000	45.58
		PO-180410	SUPPLIES-ART	0100-63000-0-1110-1000-430000-001-0000	87.94
		PO-180455	SUPPLIES-AG	0100-35500-0-3800-1000-430000-001-0000	16.09
		PO-180455	SUPPLIES-AG	0100-35500-0-3800-1000-430000-001-0000	16.14
		PO-180455	SUPPLIES-AG	0100-70100-0-3800-1000-430000-001-0000	16.10
		PO-180455	SUPPLIES-AG	0100-70100-0-3800-1000-430000-001-0000	16.14
		PO-180408	SUPPLIES-TECHNOLOGY	0100-00000-0-1110-1000-430000-001-2017	1,019.03
				Warrant Total:	5,934.27
	512082669	CM-180009	RETURN-FRONT OFFICE	0100-00000-0-0000-2700-430000-001-0000	(124.92)
		PO-180476	SUPPLIES-OASIS	0100-63000-0-1110-1000-430000-002-0036	153.32
		PO-180479	SUPPLIES-FFA PROMOTION	0100-35500-0-3800-1000-430000-001-0000	21.98
		PO-180479	SUPPLIES-FFA PROMOTION	0100-35500-0-3800-1000-430000-001-0000	117.99
		PO-180479	SUPPLIES-FFA PROMOTION	0100-70100-0-3800-1000-430000-001-0000	21.99
		PO-180455	SUPPLIES-AG	0100-35500-0-3800-1000-430000-001-0000	18.63
		PO-180455	SUPPLIES-AG	0100-35500-0-3800-1000-430000-001-0000	67.42
		PO-180455	SUPPLIES-AG	0100-70100-0-3800-1000-430000-001-0000	18.63
		PO-180455	SUPPLIES-AG	0100-70100-0-3800-1000-430000-001-0000	67.43
		PO-180476	SUPPLIES-OASIS	0100-63000-0-1110-1000-430000-002-0036	11.94
		PO-180479	SUPPLIES-FFA PROMOTION	0100-70100-0-3800-1000-430000-001-0000	118.00
				Warrant Total:	492.41
				Vendor Total:	6,426.68
2257-AMERICAN SCHOOL COUNSELOR	512075684	PO-180413	MEMBERSHIP-PAVLINA	0100-00000-0-1110-3110-530000-001-0000	129.00
				Warrant Total:	129.00
				Vendor Total:	129.00
1073-APGAR, HEATHER	512075685	PO-180495	SUICIDE TRAINING	0100-73380-0-1110-1000-520000-001-0000	18.18
		PO-180495	SUICIDE TRAINING	0100-73380-0-1110-1000-520000-001-0000	21.72
				Warrant Total:	39.90
				Vendor Total:	39.90

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
ACCOUNTS PAYABLE BOARD REPORT
Issue Date: 01/01/2018 thru 01/31/2018
Regular Meeting February 7, 2018

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Dp	Amount	
583-AT&T	512079161	PO-180484	PHONES-OASIS	0100-00000-0-3200-8100-590004-002-0000	60.00	
		PO-180484	PHONES-OASIS	0100-00000-0-3200-8100-590004-002-0000	60.00	
		PO-180484	PHONES-I.S.	0100-00000-0-3300-8100-590004-002-0000	60.00	
		PO-180484	PHONES-I.S.	0100-00000-0-3300-8100-590004-002-0000	60.00	
		PO-180484	INTERNET	0100-00000-0-1110-1000-590008-001-0000	396.34	
		PO-180484	INTERNET	0100-00000-0-1110-1000-590008-001-0000	391.81	
		PO-180484	PHONES-KHS	0100-00000-0-1110-1000-590008-001-0000	42.26	
		PO-180484	PHONES-KHS	0100-00000-0-1110-1000-590008-001-0000	42.26	
				Warrant Total:	1,112.67	
				Vendor Total:	1,112.67	
61-AUTOMATED OFFICE SYSTEMS	512075686	PO-180052	COPIER MAINT-AG	0100-70100-0-3800-1000-560007-001-0000	80.83	
		PO-180052	COPIER MAINT-AG	0100-35500-0-3800-1000-560007-001-0000	80.84	
					Warrant Total:	161.67
	512079162	PO-180052	COPIER MAINT-I.S.	0100-00000-0-3300-8100-560007-002-0000	185.39	
				Warrant Total:	185.39	
				Vendor Total:	347.06	
66-BANNER PEST CONTROL	512082671	PO-180535	ANTS-DISTRICT	0100-81500-0-0000-8100-550006-000-0000	85.00	
						Warrant Total:
				Vendor Total:	85.00	
501-BUSINESS CARD	512079163	PO-180492	PBIS-STUDENT AWARDS	0100-63000-0-1110-1000-430000-002-0036	324.68	
		PO-180493	PBIS-STAFF INSERVICE	0100-63000-0-1110-1000-430000-002-0036	52.80	
		PO-180446	SUPPLIES-AP BOOKS	0100-63000-0-1110-1000-430000-001-0000	176.80	
		CM-180008	REFUND-ROOM 2 AG	0100-70100-0-3800-1000-520000-001-0000	(32.75)	
		PO-180465	FUEL	0100-00000-0-0000-7150-520000-000-0000	42.44	
		CM-180007	REFUND-ROOM 1 AG	0100-35500-0-3800-1000-520000-001-0000	(32.75)	
				Warrant Total:	531.22	
				Vendor Total:	531.22	
107-BUSWEST-FRESNO	512082672	PO-180529	BUS 3-HYDRAULICS	0100-00000-0-1110-3600-560005-001-0000	98.25	
		PO-180541	BUS 3-HYDRAULICS	0100-00000-0-1110-3600-560005-001-0000	3,066.46	
				Warrant Total:	3,164.71	
				Vendor Total:	3,164.71	
2415-CAASFEP	512075687	PO-180485	DIRECTORS CONF-SCHREINER	0100-73380-0-1110-1000-520000-001-0000	250.00	
				Warrant Total:	250.00	
				Vendor Total:	250.00	

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
ACCOUNTS PAYABLE BOARD REPORT
Issue Date: 01/01/2018 thru 01/31/2018
Regular Meeting February 7, 2018

Vendor	Warrant No	Reference	Description	Fu---Re---Y-Gl---Fn---Ob-----Si--Dp	Amount
106-CALIFORNIA ASSOCIATION FFA	512075688	PO-180440	SUPPLIES-AG	0100-35500-0-3800-1000-430000-001-0000	1,130.50
		PO-180440	SUPPLIES-AG	0100-70100-0-3800-1000-430000-001-0000	1,130.50
				Warrant Total:	2,261.00
				Vendor Total:	2,261.00
2416-CBDA	512079164	PO-180509	CASMEC CONF-MYNDERUP	0100-73380-0-1110-1000-520000-001-0000	190.00
				Warrant Total:	190.00
				Vendor Total:	190.00
150-CITY OF KINGSBURG	512079166	PO-180010	UTILITIES-KHS	0100-00000-0-0000-8200-550009-000-0000	3,167.32
		PO-180010	UTILITIES-OASIS	0100-00000-0-3200-8100-550009-002-0000	333.33
		PO-180010	UTILITIES-I.S.	0100-00000-0-3300-8100-550009-002-0000	333.33
				Warrant Total:	3,833.98
				Vendor Total:	3,833.98
2107-COMCAST CORPORATION	512079167	PO-180395	INTERNET SERVICE	0100-00000-0-1110-2420-590008-001-0000	571.30
				Warrant Total:	571.30
				Vendor Total:	571.30
166-COMPREHENSIVE YOUTH SERVICES	512080089	PO-180331	STUDENT ASSISTANCE	0100-11000-0-1110-1000-580000-001-3103	4,559.36
				Warrant Total:	4,559.36
				Vendor Total:	4,559.36
1852-CORSARO'S FAMILY PIZZA	512082673	PO-180542	STAFF INSERVICE	0100-00000-0-1110-1000-520000-001-0000	335.05
				Warrant Total:	335.05
				Vendor Total:	335.05
1539-CSU-FRESNO FOUNDATION	512082674	PO-180531	TEACHER INTERN	0100-14000-0-1145-1000-580000-001-3205	2,962.50
				Warrant Total:	2,962.50
				Vendor Total:	2,962.50
2410-DBA: 2ND GEAR LLC	512082675	PO-180355	R.O.P. COMPUTERS	0100-63870-6-3800-1000-430000-001-3019	31,871.93
		PO-180355	R.O.P. COMPUTERS	0100-63870-6-3800-1000-430000-001-3016	2,301.00
				Warrant Total:	34,172.93
				Vendor Total:	34,172.93
1037-DBA: DANNY'S DIESEL REPAIR	512079168	PO-180501	REPAIRS-BUS 3 BRAKES	0100-00000-0-1110-3600-560005-001-0000	2,172.22
				Warrant Total:	2,172.22
				Vendor Total:	2,172.22
2419-DBA: FRONTLINE EDUCATION	512082676	PO-180530	NEW ABSENCE SYSTEM	0100-00000-0-1110-1000-580000-001-3100	5,306.80
				Warrant Total:	5,306.80
				Vendor Total:	5,306.80

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
ACCOUNTS PAYABLE BOARD REPORT
Issue Date: 01/01/2018 thru 01/31/2018
Regular Meeting February 7, 2018

Vendor	Warrant No	Reference	Description	Fu---Re----Y-Gl---Fn---Ob-----Si--Dp	Amount	
1790-DBA: GOLDEN STATE MECHANICAL	512075689	PO-180497	REPAIRS-HVAC	0100-81500-0-0000-8100-560019-000-0000	90.00	
		PO-180497	REPAIRS-HVAC	0100-81500-0-0000-8100-560019-000-0000	402.58	
	Warrant Total:					492.58
	512082677	PO-180537	REPAIRS-OASIS	0100-81500-0-0000-8100-560010-000-0000	110.00	
PO-180487		REPAIRS-BAND ROOM	0100-81500-0-0000-8100-560019-000-0000	1,447.14		
Warrant Total:					1,557.14	
Vendor Total:					2,049.72	
448-DBA: KINGSBURG RECORDER	512079170	PO-180491	SPECIAL EDUCATION- AD	0100-00000-0-0000-7110-580001-000-0000	77.79	
					Warrant Total:	77.79
	Vendor Total:					77.79
2307-DBA: KW CAGES	512075690	PO-180441	SUPPLIES-RABBIT BARN	0100-63870-6-3800-1000-430000-001-3020	916.48	
					Warrant Total:	916.48
	Vendor Total:					916.48
2167-DBA: SEBASTIAN	512079171	PO-180056	SECURITY MONITORING	0100-81500-0-0000-8100-560001-000-0000	29.95	
					Warrant Total:	29.95
	Vendor Total:					29.95
2346-DBA: SKILLSUSA REGION 2	512082678	PO-180516	SUPPLIES-T-SHIRTS	0100-63870-6-3800-1000-430000-001-3015	205.00	
					Warrant Total:	205.00
	Vendor Total:					205.00
2057-DBA: TEAMTALK NETWORK	512080090	PO-180021	DISPATCH RADIOS	0100-00000-0-1110-3600-590003-001-0000	199.92	
					Warrant Total:	199.92
	Vendor Total:					199.92
2139-DBA: TOTAL FUNDS BY HASLER	512082679	PO-180515	POSTAGE	0100-00000-0-1110-1000-590010-001-0000	10,000.00	
					Warrant Total:	10,000.00
	Vendor Total:					10,000.00
1715-DBA: U.S. BANK EQUIPMENT	512082680	PO-180023	COPIER LEASE-LIB	0100-00000-0-1110-2420-560008-001-0000	191.66	
		PO-180023	COPIER LEASE-OASIS	0100-00000-0-3200-8100-560008-002-0000	208.33	
		PO-180023	COPIER LEASE-DIST	0100-00000-0-0000-7150-560008-000-0000	208.33	
		PO-180023	COPIER LEASE-KHS	0100-14000-0-1110-1000-560008-001-0000	1,131.77	
		Warrant Total:				
Vendor Total:					1,740.09	
835-DBA: VILLAGE TIRE SALES	512082681	PO-180527	TIRES-BUS	0100-00000-0-1110-3600-430021-001-0000	1,213.20	
		PO-180528	TIRES BUS 3	0100-00000-0-1110-3600-430021-001-0000	2,426.40	
	Warrant Total:					3,639.60
Vendor Total:					3,639.60	

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1415-DBA: ZEE MEDICAL SERVICE CO.	512080091	PO-180058	FIRST AID	0100-81500-0-0000-8100-430018-000-0000	156.08	
					Warrant Total:	156.08
					Vendor Total:	156.08
2237-DBA:SIERRA PACKAGING SOLUTIONS	512079172	PO-180456	SUPPLIES-MAINT	0100-00000-0-0000-8200-430006-000-0000	623.02	
					Warrant Total:	623.02
					Vendor Total:	623.02
1077-E. G. BABCOCK CO.	512075692	PO-180489	SUPPLIES-MAINT	0100-81500-0-0000-8100-430018-000-0000	52.63	
			SUPPLIES-MAINT	0100-81500-0-0000-8100-430018-000-0000	148.37	
			SUPPLIES-MAINT	0100-81500-0-0000-8100-430018-000-0000	235.54	
	512082683	PO-180526	SUPPLIES-MAINT	0100-81500-0-0000-8100-430018-000-0000	Warrant Total:	436.54
					Warrant Total:	55.88
					Vendor Total:	492.42
2041-ENFINITY CENTRALVAL7 KJHSD	512075694	PO-180335	SOLAR-OCT	0100-11000-0-0000-8200-550001-000-0005	12,147.29	
			Warrant Total:	12,147.29		
	512082684	PO-180335	SOLAR-NOV	0100-11000-0-0000-8200-550001-000-0005	7,472.40	
			SOLAR-DEC	0100-11000-0-0000-8200-550001-000-0005	6,706.00	
			Warrant Total:	14,178.40		
Vendor Total:	26,325.69					
1261-ENNS, MIKE	512079173	PO-180013	COMPUTER SERVICE	0100-00000-0-1110-2420-580000-001-0037	3,234.12	
					Warrant Total:	3,234.12
					Vendor Total:	3,234.12
263-ENTERPRISE RENT A CAR	512079174	PO-180506	CAR RENTALS-ATHLETICS	0100-14000-0-1135-4200-560000-001-0000	71.86	
			CAR RENTALS-ATHLETICS	0100-14000-0-1135-4200-560000-001-0000	287.44	
			CAR RENTALS-ATHLETICS	0100-14000-0-1135-4200-560000-001-0000	288.36	
	Warrant Total:	647.66				
	Vendor Total:	647.66				
274-EWING IRRIGATION PRODUCTS INC.	512079175	PO-180478	SUPPLIES-MAINT	0100-81500-0-0000-8100-430018-000-0000	70.36	
					Warrant Total:	70.36
					Vendor Total:	70.36
2176-FAGEN FRIEDMAN & FULFROST LLP	512079176	PO-180510	LEGAL SERVICES-SPEC. ED	0100-00000-0-0000-7150-580018-000-0000	27.50	
			LEGAL SERVICES-SPEC. ED	0100-00000-0-0000-7150-580018-000-0000	82.50	
	Warrant Total:	110.00				
	Vendor Total:	110.00				

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1367-G & K SERVICES	512080092	PO-180053	UNIFORM SERVICE	0100-81500-0-0000-8100-430023-000-0000	108.73	
		PO-180053	UNIFORM SERVICE	0100-81500-0-0000-8100-430023-000-0000	111.27	
		PO-180053	UNIFORM SERVICE	0100-81500-0-0000-8100-430023-000-0000	157.00	
		PO-180053	UNIFORM SERVICE	0100-81500-0-0000-8100-430023-000-0000	108.73	
		PO-180053	JANITORIAL SERVICE	0100-00000-0-0000-8200-550004-000-0000	675.82	
				Warrant Total:	1,161.55	
				Vendor Total:	1,161.55	
350-HARBOR FREIGHT TOOLS	512075695	PO-180458	SUPPLIES-MAINT	0100-81500-0-0000-8100-430018-000-0000	26.98	
					Warrant Total:	26.98
					Vendor Total:	26.98
400-JOE SAUBERT INC.	512075696	PO-180483	BACKFLOW TESTS	0100-81500-0-0000-8100-580033-000-0000	500.00	
					Warrant Total:	500.00
					Vendor Total:	500.00
445-KINGSBURG GLASS & SCREEN	512075697	PO-180475	REPAIRS-MAINT	0100-81500-0-0000-8100-560019-000-0000	256.00	
					Warrant Total:	256.00
					Vendor Total:	256.00
469-LINGER PETERSON SHRUM	512079177	PO-180014	ANNUAL AUDIT	0100-00000-0-0000-7190-580005-000-0000	5,400.00	
		PO-180507	PROP 39 PREP	0100-00000-0-0000-7190-580005-000-0000	2,600.00	
					Warrant Total:	8,000.00
					Vendor Total:	8,000.00
476-LOZANO SMITH LLP	512079178	PO-180503	LEGAL SERVICE	0100-00000-0-0000-7150-580018-000-0000	3,628.00	
					Warrant Total:	3,628.00
					512082685	PO-180539
					Warrant Total:	375.50
					Vendor Total:	4,003.50
2138-MAILFINANCE INC.	512079179	PO-180015	POSTAGE MACHINE LEASE	0100-00000-0-0000-7300-590002-000-0000	704.87	
					Warrant Total:	704.87
					Vendor Total:	704.87
533-MYNDERUP, RICHARD	512075698	PO-180488	FUEL	0100-00000-0-1110-3600-430009-001-0000	30.00	
					Warrant Total:	30.00
					Vendor Total:	30.00
1305-NAPA AUTO PARTS	512080093	PO-180402	SUPPLIES-AUTO SHOP	0100-63870-6-3800-1000-430000-001-3019	419.69	
		PO-180044	TRANSPORTATION	0100-81500-0-0000-8100-430018-000-9960	1,233.86	
					Warrant Total:	1,653.55
					Vendor Total:	1,653.55

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547-NELSON'S ACE HARDWARE	512079180	PO-180482	SUPPLIES-MAINT	0100-81500-0-0000-8100-430018-000-0030	1,865.89			
					Warrant Total:	1,865.89		
					Vendor Total:	1,865.89		
551-NEW ENGLAND SHEET METAL WORKS	512079181	PO-180425	REPAIRS-HVAC RM 41	0100-81500-0-0000-8100-560019-000-0000	705.00			
					Warrant Total:	705.00		
	512082686	PO-180536	REPAIRS-ADDITIONAL	0100-81500-0-0000-8100-560019-000-0000	665.00			
					PO-180536	REPAIRS-ADDITIONAL	0100-81500-0-0000-8100-560019-000-0000	1,360.25
					Warrant Total:	2,025.25		
Vendor Total:	2,730.25							
568-OFFICE DEPOT INC.	512079182	PO-180480	SUPPLIES-AG PROMOTION	0100-35500-0-3800-1000-430000-001-0000	234.53			
			SUPPLIES-AG PROMOTION	0100-70100-0-3800-1000-430000-001-0000	234.53			
		Warrant Total:	469.06					
		Vendor Total:	469.06					
584-PACIFIC GAS & ELECTRIC CO.	512079183	PO-180207	UTILITIES-OASIS	0100-00000-0-3300-8100-550001-002-0000	12.45			
			UTILITIES-POOL	0100-00000-0-0000-8200-550001-000-0000	19.06			
			UTILITIES-SWP	0100-00000-0-0000-8200-550001-000-0000	90.57			
			UTILITIES-TC	0100-00000-0-0000-8200-550001-000-0000	30.41			
			UTILITIES-AG	0100-00000-0-0000-8200-550001-000-0000	144.81			
			UTILITIES-BB	0100-00000-0-0000-8200-550001-000-0000	1,146.21			
			UTILITIES-CONCS	0100-00000-0-0000-8200-550001-000-0000	516.45			
			UTILITIES-FB	0100-00000-0-0000-8200-550001-000-0000	2,600.46			
			UTILITIES-GYM	0100-00000-0-0000-8200-550001-000-0000	2,279.18			
			UTILITIES-KHS	0100-00000-0-0000-8200-550001-000-0000	173.25			
			UTILITIES-TC-B	0100-00000-0-0000-8200-550001-000-0000	83.77			
			UTILITIES-I.S.	0100-00000-0-3200-8100-550001-002-0000	12.44			
			Warrant Total:	7,109.06				
	512082687	PO-180207	UTILITIES-AG	0100-00000-0-0000-8200-550001-000-0000	105.35			
			UTILITIES-BB	0100-00000-0-0000-8200-550001-000-0000	616.28			
			UTILITIES-CONCS	0100-00000-0-0000-8200-550001-000-0000	465.83			
			UTILITIES-FB	0100-00000-0-0000-8200-550001-000-0000	2,363.65			
			UTILITIES-GYM	0100-00000-0-0000-8200-550001-000-0000	1,934.95			
			UTILITIES-SWP	0100-00000-0-0000-8200-550001-000-0000	64.16			
			UTILITIES-TC	0100-00000-0-0000-8200-550001-000-0000	41.15			
			UTILITIES-TC-B	0100-00000-0-0000-8200-550001-000-0000	70.20			
			Warrant Total:	5,661.57				
			Vendor Total:	12,770.63				
585-PACIFIC WEST CONTROLS INC.	512079184	PO-180055	HVAC MAINT/SERVICE	0100-81500-0-0000-8100-560010-000-0000	150.00			
					Warrant Total:	150.00		
					Vendor Total:	150.00		

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596-PEARSON EDUCATION INC.	512079185	PO-180466	SUPPLIES-SPEC ED	0100-63000-0-1110-1000-430000-001-0000	151.88
					Warrant Total: 151.88
					Vendor Total: 151.88
439-PHILLIPS 66-CO./SYNCB	512079186	PO-180232	FUEL	0100-00000-0-1110-3600-430009-001-9959	29.70
					Warrant Total: 29.70
					Vendor Total: 29.70
2324-PRO-PT	512079187	PO-180018	ATHLETIC TRAINING	0100-14000-0-1135-4200-580034-001-0000	4,700.00
					Warrant Total: 4,700.00
					Vendor Total: 4,700.00
2182-SANCHEZ, NATALIE	512079188	PO-180505	VINE PRUNING CONTEST	0100-35500-0-3800-1000-520000-001-0000	100.00
		PO-180505	VINE PRUNING CONTEST	0100-70100-0-3800-1000-520000-001-0000	100.00
					Warrant Total: 200.00
	512082689	PO-180540	VINE PRUNING CONTEST	0100-35500-0-3800-1000-520000-001-0000	19.88
					Warrant Total: 19.88
					Vendor Total: 219.88
2418-SELMA UNIFIED SCHOOL DISTRICT	512082690	PO-180524	ASB WORKSHOP	0100-14000-0-1110-4100-520000-001-0000	50.00
					Warrant Total: 50.00
					Vendor Total: 50.00
2409-SHOP ANATOMICAL INC.	512075699	PO-180499	SUPPLIES-SPORT MED	0100-63870-6-3800-1000-430000-001-3012	656.54
					Warrant Total: 656.54
					Vendor Total: 656.54
724-SISC III	512079189	PV-180012	BOARD	0100-00000-0-0000-7110-340200-000-0000	8,631.40
		PV-180012	RETIREE SMITH*	0100-00000-0-0000-8200-370200-000-0000	2,163.80
		PV-180012	WHITE	0100-00000-0-3200-2700-370200-002-0000	1,579.80
		PV-180012	SWANSON*	0100-00000-0-0000-7110-370200-000-0000	2,141.80
		PV-180012	ACTIVE STAFF	0100-00010-0-0000-0000-951400-000-0000	143,346.95
					Warrant Total: 157,863.75
					Vendor Total: 157,863.75
704-SR PLUMBING INC.	512082691	PO-180538	REPAIRS-BOILER	0100-81500-0-0000-8100-560010-000-0000	1,050.00
					Warrant Total: 1,050.00
					Vendor Total: 1,050.00
740-STATE OF CALIFORNIA	512079190	PO-180020	FINGERPRINT APPTS.	0100-00000-0-0000-7150-580015-000-0000	64.00
					Warrant Total: 64.00
					Vendor Total: 64.00

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758-TCM INVESTMENTS	512080094	PO-180057	COPIER RENTAL-AG	0100-70100-0-3800-1000-560008-001-0000	59.38
		PO-180057	COPIER RENTAL-AG	0100-35500-0-3800-1000-560008-001-0000	59.39
		PO-180057	COPIER RENTAL-I.S.	0100-00000-0-3300-8100-560008-002-0000	95.16
				Warrant Total:	213.93
			Vendor Total:	213.93	
774-THE GAS COMPANY	512075700	PO-180022	NATURAL GAS-NOV	0100-00000-0-0000-8200-550003-000-0000	874.78
					Warrant Total:
	512082692	PO-180022	NATURAL GAS-DEC	0100-00000-0-0000-8200-550003-000-0000	2,607.93
			Warrant Total:	2,607.93	
			Vendor Total:	3,482.71	
779-THE HOME DEPOT	512082693	PO-180389	SUPPLIES-RABBIT BARN	0100-63870-6-3800-1000-430000-001-3020	31.19
		PO-180401	SUPPLIES-AG	0100-63870-6-3800-1000-430000-001-3020	379.88
		PO-180419	SUPPLIES-AG	0100-00000-0-1132-1000-430000-001-1132	39.64
		PO-180101	SUPPLIES-MAINT	0100-81500-0-0000-8100-430018-000-0004	462.08
				Warrant Total:	912.79
			Vendor Total:	912.79	
2173-THE LINCOLN ELECTRIC COMPANY	512080096	PO-180426	SUPPLIES-AG MECH	0100-00000-0-1132-1000-430000-001-1132	790.24
					Warrant Total:
			Vendor Total:	790.24	
817-UNITED PARCEL SERVICE	512080097	PO-180024	PARCEL SERVICE	0100-00000-0-1110-1000-590010-001-0015	230.86
					Warrant Total:
			Vendor Total:	230.86	
2297-VALERO MARKETING & SUPPLY COMP	512075702	PO-180025	FUEL	0100-00000-0-1110-3600-430009-001-9956	1,582.08
					Warrant Total:
	512082694	PO-180025	FUEL	0100-00000-0-1110-3600-430009-001-9956	1,511.67
			Warrant Total:	1,511.67	
			Vendor Total:	3,093.75	
994-VALLEY R.O.P.	512082695	PO-180525	ROP SALARIES-BURROUGHS	0100-00000-0-1110-1000-580000-001-6350	5,209.66
		PO-180525	ROP SALARIES-MORGAN	0100-00000-0-1110-1000-580000-001-6350	16,270.20
		PO-180525	ROP SALARIES-JALIL	0100-00000-0-1110-1000-580000-001-6350	4,497.84
		PO-180525	ROP SALARIES-GOMEZ	0100-00000-0-1110-1000-580000-001-6350	884.30
				Warrant Total:	26,862.00
			Vendor Total:	26,862.00	

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2151-VERIZON WIRELESS	512075703	PO-180026	CELL PHONES-NOV	0100-00000-0-0000-7150-590006-000-0000	688.81
	Warrant Total: 688.81				
	512082696	PO-180026	CELL PHONES-DEC	0100-00000-0-0000-7150-590006-000-0000	684.31
	Warrant Total: 684.31				
Vendor Total: 1,373.12					
2414-WALTERMAN, RYAN	512082697	PO-180520	PBIS-STUDENT AWARDS	0100-63000-0-1110-1000-430000-002-0036	45.00
		PO-180520	PBIS-STUDENT AWARDS	0100-63000-0-1110-1000-430000-002-0036	49.50
Warrant Total: 94.50					
Vendor Total: 94.50					
2321-WESTAIR GASES & EQUIPMENT INC.	512080098	PO-180477	SUPPLIES-AG MECHANICS	0100-35500-0-3800-1000-430000-001-0000	43.27
		PO-180477	SUPPLIES-AG MECHANICS	0100-70100-0-3800-1000-430000-001-0000	43.28
Warrant Total: 86.55					
Vendor Total: 86.55					
Fund Total: 355,706.76					
1300-Cafeteria Fund					
1253-AMAZON.COM LLC	512082670	PO-180481	EQUIPMENT-SNACK BAR	1300-53100-0-0000-3700-640000-000-0000	86.48
		PO-180481	EQUIPMENT-SNACK BAR	1300-53100-0-0000-3700-640000-000-0000	117.69
Warrant Total: 204.17					
Vendor Total: 204.17					
1994-DINUBA UNIFIED SCHOOL DISTRICT	512075691	PO-180498	FOOD SERVICE-LUNCHES	1300-53100-0-0000-3700-580000-000-0000	1,570.25
		PO-180498	FOOD SERVICE-LUNCHES	1300-53100-0-0000-3700-580000-000-0000	4,268.50
Warrant Total: 5,838.75					
	512082682	PO-180521	FOOD SERVICE	1300-53100-0-0000-3700-580000-000-0000	3,397.75
		PO-180521	FOOD SERVICE	1300-53100-0-0000-3700-580000-000-0000	4,577.75
Warrant Total: 7,975.50					
Vendor Total: 13,814.25					
2163-PRODUCERS DAIRY FOODS INC.	512082688	PO-180522	FOOD SERVICE	1300-53100-0-0000-3700-470002-000-0000	63.43
		PO-180522	FOOD SERVICE	1300-53100-0-0000-3700-470002-000-0000	100.95
		PO-180522	FOOD SERVICE	1300-53100-0-0000-3700-470002-000-0000	100.98
Warrant Total: 265.36					
Vendor Total: 265.36					
Fund Total: 14,283.78					

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<u>2104-Building Fund</u>					
130-CDW GOVERNMENT INC.	512080088	PO-180500	SUPPLIES-TECHNOLOGY	2104-00000-0-0000-8100-430000-000-0000	194.85
		PO-180500	SUPPLIES-TECHNOLOGY	2104-00000-0-0000-8100-430000-000-0000	1,786.83
				Warrant Total:	1,981.68
				Vendor Total:	1,981.68
139-CERTIFIED SPECIALIST INC.	512079165	PO-180511	ASBESTOS-OLD CAFETERIA	2104-00000-0-0000-8500-620000-000-0000	1,249.35
				Warrant Total:	1,249.35
				Vendor Total:	1,249.35
262-DBA: ENS ELECTRIC	512079169	PO-180502	EQUIPMENT-NEW GYM	2104-00000-0-0000-8500-620000-000-0000	1,435.59
				Warrant Total:	1,435.59
				Vendor Total:	1,435.59
2220-ELECTRIC MOTOR SHOP & SUPPLY	512075693	PO-180472	SUPPLIES-MAINT	2104-00000-0-0000-8100-430000-000-0000	642.39
				Warrant Total:	642.39
				Vendor Total:	642.39
				Fund Total:	5,309.01
<u>2500-Capital Facilities Fund</u>					
85-THE BANK OF NEW YORK MELLON	512080095	PO-180504	ADMIN FEES	2500-00000-0-0000-8500-620001-000-0000	750.00
		PO-180504	ADMIN FEES	2500-00000-0-0000-8500-620001-000-0000	750.00
				Warrant Total:	1,500.00
				Vendor Total:	1,500.00
803-TRAVER JT. ELEM SCHOOL	512075701	PV-180011	DEV FEES	2500-00000-0-0000-0000-868100-000-0000	5,108.40
				Warrant Total:	5,108.40
				Vendor Total:	5,108.40
				Fund Total:	6,608.40

ISSUE: Presentation of Interdistrict Attendance Permits for the 2017-18 and 2018-19 school year.

<u>FROM</u>	<u>GRADE</u>
<u>Cutler-Orosi</u>	
Goad, Elizabeth	10
<u>Fresno</u>	
Thornburg, Ethan	10
<u>Selma</u>	
Emmersen, Kailey	9
Emmersen, Trent	11
<u>OUT</u>	
<u>Selma</u>	
Klee, Jonathan	12

ACTION: Accept or reject Interdistrict permits as presented.

RECOMMENDATION: Accept or reject Interdistrict Permits as recommended by the Superintendent.

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____

Nagle: _____ Serpa: _____ Jackson: _____ Thomsen: _____ Lunde: _____

ISSUE: Presented to the Board is the resignation of Katrina Nixon as a Classroom Aide for the Kingsburg Joint Union High School District for the 2017-18 school year.

ACTION: Approve or deny the resignation of Katrina Nixon as a Classroom Aide.

RECOMMENDATION: Recommend approval with best wishes.

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Nagle: _____ Serpa: _____ Jackson: _____ Thomsen: _____ Lunde: _____

ISSUE:

Presented to the Board is the resignation of Aprylmarie Aguilar as a Teacher Assistant for the Kingsburg Joint Union High School District for the 2017-18 school year.

ACTION:

Approve or deny the resignation of Aprylmarie Aguilar as a Teacher Assistant.

RECOMMENDATION:

Recommend approval with best wishes.

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____

Nagle: _____ Serpa: _____ Jackson: _____ Thomsen: _____ Lunde: _____

ISSUE:

Presented to the Board is the Music Department Overnight Trip to the Music in the Parks Choral Festival performance and competition at Disneyland, Anaheim CA from April 6 to April 8, 2018.

ACTION:

Approve or deny the Overnight Trip to the Music in the Parks Choral Festival at Disneyland.

RECOMMENDATION:

Recommend approval

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Nagle: _____ Serpa: _____ Jackson: _____ Thomsen: _____ Lunde: _____

**Kingsburg Joint Union High School District
BOARD Overnight Trip Request Form**

Day Departure: Friday April 6 **Day Return:** Sunday April 8 (early AM)

Location/Destination: Placentia and Anaheim, CA

Name Group/Activity: Music in the Parks Choral Festival

Objectives of Trip: Friday Choral Performance/Competition – Saturday - Disneyland

Estimated # Students: 40 **Amount of Class Time Loss:** 1 class day

Number of Supervisors 5 **List Names:** Richard Mynderup, Stephanie Assisi, Jenny Righetti, Michelle and Matthew Barnett (pending Board approval)
(There must be 1 Supervisor for every 10 students)

Arrangements:
Transportation Golden Eagle Charter

Arrangements:
Accommodations /Meals Ramada Maingate North

Total Cost Per Student: \$260.00 **Total Cost Trip:** \$12,000

Funds Derived from What Source: Department fundraising and personal payment

How are staff/volunteer cost covered? Staff is covered by Boosters and Volunteers pay personally

Additional Info: _____

Richard Mynderup
Instructor Name


Signature

1/19/2018
Date

Kingsburg High School

Choral Department

1900 18th Avenue
Kingsburg, CA 93631

January 11, 2018

Re: Music in the Parks at Disneyland – KHS Choirs

Dear Kingsburg High School Board Members:

I am requesting board approval for the KHS Concert Choir and Jazz Choir to participate in the Music in the Parks Festival at Disneyland Friday April 6 and Saturday April 7, 2018. This will be an overnight trip. The combined number of students traveling is approximately 40 students.

The tentative itinerary is as follows; the choir will depart KHS approximately 8:00 am and travel to Placentia California where they will arrive and perform in the music festival. Specific performance times have not been arranged as of this letter. Students will then spend the day in Disneyland and California Adventure on Saturday with an awards ceremony in the park between 5:00 and 6:00 PM. Last year our jazz choir took 1st place, and concert choir took 2nd place in their category. Our choir program also received the prestigious Esprit de Corps award which is given to only one group out of all the choirs and bands that participated in the festival. It's an award that is not given based on any musical elements but rather elements of individual and group character. It was a true honor to receive such an award.

The cost for each student is approximately \$260.00 and includes festival admission, admission into Disneyland and California Adventure, hotel (based on quad occupancy), and charter bus transportation.

Students can elect to pay for their trip either up front or earn the money through several scheduled trip specific fundraisers.

This will be an educational as well as fun experience for our students. Your approval of this event will be greatly appreciated.

Sincerely,

Richard S. Mynderup
KHS Choral Instructor

Kingsburg High School Choral Department
Choral Office 559-897-1439 Fax 559-897-7759
rmynderup@kjuhsd.k12.ca.us

ISSUE: Presented to the Board is the Music Department Overnight Trip to the Reno Jazz Festival, April 27 to April 29, 2018.

ACTION: Approve or deny the Music Department Overnight Trip to the Reno Jazz Festival.

RECOMMENDATION: Recommend approval

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Nagle: _____ Serpa: _____ Jackson: _____ Thomsen: _____ Lunde: _____

**Kingsburg Joint Union High School District
BOARD Overnight Trip Request Form**

Day Departure: Friday April 27, 2018 **Day Return:** Sunday April 29

Location/Destination: Reno

Name Group/Activity: Reno Jazz Festival

Objectives of Trip: Jazz Band, Choir, and Combo Performance and Competition

Estimated # Students: 35 **Amount of Class Time Loss:** 1 class day

List Names: Richard Mynderup, Stephanie Assisi, Mike Schofield. Chaperones have not been secured as of this date. However I would take a guess that Steve and Michelle Nicholas will be available. They've done it before.

Number of Supervisors 5

(There must be 1 Supervisor for every 10 students)

Arrangements:
Transportation Golden Eagle Charter

Arrangements:
Accommodations /Meals Circus Circus Hotel and Casino

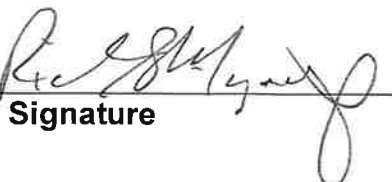
Total Cost Per Student: \$250.00 **Total Cost Trip:** \$10,050

Funds Derived from What Source: Department fundraising and personal payment

How are staff/volunteer cost covered? Staff is covered by Boosters and Volunteers pay personally

Additional Info: _____

Richard Mynderup
Instructor Name


Signature

1/19/2018
Date

Kingsburg High School

Choral Department

1900 18th Avenue
Kingsburg, CA 93631

January 19, 2018

Re: Reno Jazz Festiva – KHS Jazz Choir, Band, and Combo

Dear Kingsburg High School Board Members:

I am requesting board approval for the KHS Jazz Choir, Band, and Combo to participate in the Reno Jazz Festival Friday April 27 - 29, 2018. This will be an overnight trip. The combined number of students traveling is approximately 35 students.

The tentative itinerary is as follows; the choir will depart KHS approximately 8:00 am and travel to Reno Nevada where they will arrive at Circus Circus Hotel and Casino for check-in. Students will then attend an All-Star Jazz Concert at the university. Each group will perform on Saturday. Specific performance times have not been arranged as of this letter. Students will then attend an awards presentation at 6:00 PM. Last year our jazz choir took 4th place in their division. We will depart for Kingsburg following breakfast and check-out on Sunday and arrive back home at approximately 4:30PM.

The cost for each student is approximately \$250.00 and includes festival admission, hotel (based on quad occupancy), and charter bus transportation.

Students can elect to pay for their trip either up front or earn the money through several scheduled trip specific fundraisers.

This will be an educational as well as fun experience for our students. Your approval of this event will be greatly appreciated.

Sincerely,

Richard S. Mynderup
KHS Choral Instructor

Kingsburg High School Choral Department
Choral Office 559-897-1439 Fax 559-897-7759
mynderup@kjuhsd.k12.ca.us

ISSUE: Presented to the Board is the Virtual Enterprise Los Angeles Conference & Exhibition Overnight Trip at the Pasadena Convention Center, February 12 – February 13, 2018.

ACTION: Approve or deny the Virtual Enterprise Overnight Trip to Pasadena, CA.

RECOMMENDATION: Recommend approval

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Nagle: _____ Serpa: _____ Jackson: _____ Thomsen: _____ Lunde: _____

**Kingsburg Joint Union High School District
Overnight Trip Request**

Day Departure: Monday, Feb 12 **Day Return:** Tuesday, Feb 13

Location/Destination: Pasadena Convention Center; Pasadena, CA

Name Group/Activity: Virtual Enterprise/VE Los Angeles Conference & Exhibition
to provide students from our Virtual Enterprise firm Liliium, an opportunity to showcase their products and services through a series of business education exhibitions and competitions.

Estimated # Students: 12 **Amount of Class Time Loss:** 1 day (even classes)

Number of Supervisors 2 **List Names:** LeAnn Hodges, Ben Lane
(There must be 1 Supervisor for every 10 students)

Arrangements:
Transportation 2 school suburbans

Arrangements:
Accommodations /Meals The Sheraton Pasadena Hotel / ^{1st} dinner on site @ hotel, breakfast & lunch @ trade show, last dinner on way home

Total Cost Per Student: \$ 105.12 **Total Cost Trip:** \$ 1261.45

Funds Derived from What Source: CTEIG

How are staff/volunteer cost covered? CTEIG

Additional Info: We were originally scheduled to attend the Bakersfield Event, but had to cancel due to fog. Attending a Trade Show is the main event and culminating activity to the Virtual Enterprise Class. Student will miss an opportunity to showcase their business and generate "sales". (Virtual sales)

LeAnn Hodges LeAnn Hodges 1-31-18
Instructor Name **Signature** **Date**

Sponsored by



Los Angeles Area Conference & Exhibition

Registration Information

Virtual Enterprises (VE) and Junior Venture (VE-JV) firms will showcase their products and services through a series of business education exhibitions and competitions, including marketing plans, salesmanship, exhibition booth design, sales materials, company branding, financial statements, employee handbooks, e-commerce websites, video commercials, impact marketing billboards, and employee newsletter.

Pasadena, CA

**Tuesday,
February 13, 2018**

Tuesday, February 13, 2018

**Pasadena Convention Center
300 E. Green Street
Pasadena, CA 91101**



#veinternational

**PASADENA
CONVENTION CENTER**

AGENDA/IMPORTANT DATES

Date	Information
Friday, January 19, 2018	Online registration deadline: Or until sold out Payment receipt deadline for early bird discount
Tuesday, January 23, 2018	Online submission deadline
Tuesday, February 6, 2018	Notification of top 30 marketing plan participants
Friday, February 9, 2018	All Payments due
Friday, January 12, 2018, 5:00 PM PST	Sheraton Hotel Block Registration Closes * If sold out before this date, contact Teri Jones tjones@veinternational.org
Tuesday, 2/13/18	Event Agenda
7:15 AM – 9:30 AM	Booth set-up in Ballrooms: Schools in buses need to schedule drop off starting at 7:00am
8:15 AM – 12:00 PM	Oral Competitions in Conference Building
9:30 AM – 10:30 AM	Opening Ceremony & Preliminary Booth Judging <i>Keynote Speakers, Awards for Commercial & E-Commerce, Impact Marketing Judging</i>
10:30 AM – 1:15 PM	Salesmanship & final Booth Judging: Trade Show Open
1:25 PM – 2:15 PM	Awards & Closing Ceremony
2:15 PM – 3:00 PM	Booth Dismantle & Clean-up

ISSUE: Presented to the Board is the Kingsburg Joint Union High School District Facility Fee Schedule.

ACTION: Approve or deny the KJUHSD Facility Fee Schedule.

RECOMMENDATION: Recommend approval

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Nagle: _____ Serpa: _____ Jackson: _____ Thomsen: _____ Lunde: _____

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT FACILITY FEE SCHEDULE

FACILITIES AVAILABLE	KINGSBURG SERVICE ORGANIZATIONS WHICH PROMOTE YOUTH AND SCHOOL ACTIVITIES	NON-CIVIC CENTER USE, CHURCH GROUPS, NON-PROFIT ORGANIZATIONS OF CULTURAL OR ENTERTAINING NATURE FOR GENERAL PUBLIC PARTICIPATION	COMMERCIAL ACTIVITIES, FUND-RAISING OR PRIVATE USE
A. Gym #1		\$60.00 per hour	\$80.00 per hour
B. Exercise Room/Gym #1		\$25.00 per hour	\$70.00 per hour
C. Snack Bar		\$75.00 per hour <i>plus required attendant</i>	\$120.00 per hour <i>plus required attendant</i>
D. Stadium with lights, scoreboard, dressing room and concessions		\$100.00 per hour <i>Police Service may be required</i>	\$110.00 per hour <i>Police Service may be required</i>
E. Stadium with no lights		\$60.00 per hour	\$70.00 per hour
F. Classroom/Library		\$25.00 per hour	\$40.00 per hour
G. Varsity Baseball Field with lights		\$60.00 per hour <i>Police Service may be required</i>	\$100.00 per hour <i>Police Service may be required</i>
H. Varsity Baseball field with no lights		\$40.00 per hour	\$75.00 per hour

Additional expense will be charged for labor should custodial services be required while the facility is being used, for cleanup afterwards and/or to recover costs for damages incurred.

NOTE: PROOF OF INSURANCE MUST BE PROVIDED BEFORE USING THE DISTRICT FACILITIES

1. No use of the Varsity Baseball Field or Stadium during season, except for limited use by community youth sports program, who will be assessed a fee to cover expenses created by users.
2. Limited use by community youth sports programs only of the Varsity Baseball Field and Stadium during off-season of sport. An assessment will be incurred by the facility user to cover expense of the lights.
3. No use of the Varsity Baseball field or Stadium for practice by any adult groups.
4. Should use of the facility be requested during evenings, holidays, weekends or any time other than the normal duty hour for employees, **the organization/association will reimburse the school district for salaries for custodial and/or food service personnel** who are required to be on duty. Labor will be calculated at time and one-half rate when outside of school hours; to this computation must be added a percentage for taxes, insurance, retirement and fringe benefits
5. Uses of lights are limited to 11:00 p.m. because of proximity to residential areas.
6. Public dances are prohibited.
7. The superintendent on an individual basis will consider charges for the use of facilities not covered in the School Facility Schedule. The superintendent waives any or all charges for the use of facilities. **The superintendent also reserves the right to alter the charge in cases deemed to be beyond normal use.**
8. No use of the gym on Sunday.
9. The Kingsburg Joint Union High School District reserves the right to deny any application for use of the facilities.

USE OF THE LITTLE THEATRE		t
A.	Out of town, commercial, professional, road-show type of performance, financially benefiting especially the group using the facility.	\$650.00 per day
B.	Out of town, commercial professional, road-show type of performance under local sponsorship, financially benefiting the sponsor or some specific charity group	\$550.00 per hour
C.	Out of town performance by non-profit making organization, but where admission is charged	\$650 per hour
D.	Local productions, which are presented for the benefit of students or the welfare of some specific charity group.	\$80.00 per hour
E.	All other local groups which make no charge for admission, make no collections, receive no donations or advertise any commodity or product and to which the general public is invited with no restrictions of attendance	\$80.00 per hour
F.	All public school groups in the high school district shall be charged a fee and shall be responsible for paying for the services of authorized equipment operators (lighting, sound, etc.) as assigned by the district office.	\$80.00 per hour

NOTE: Custodial/Maintenance Staff will be on duty during use of the theatre. The rate of pay will be charged as described in item 4 of the previous page.

ISSUE: Presented to the Board is the Agreement for Professional Services Between Kingsburg Joint Union High School District and The Taylor Group Architects.

ACTION: Approve or deny the Agreement between Kingsburg Joint Union High School District and The Taylor Group Architects.

RECOMMENDATION: Recommend approval

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Nagle: _____ Serpa: _____ Jackson: _____ Thomsen: _____ Lunde: _____



MASTER AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN OWNER AND ARCHITECT

This Agreement is entered into between **Kingsburg Joint Union High School District, 1900 18th Avenue, Kingsburg, California 93631** (hereinafter called Owner) and **The Taylor Group Architects of California, Inc., 10 River Park Place East, Suite 208, Fresno, California 93720**; Architectural License #C15291; (hereinafter called Architect) for the purpose of providing Owner with Architect's Professional Services.

It is contemplated that, from time to time, Owner will request Architect to provide certain Professional services and that at that time Owner and Architect will execute a Professional Services Work Order which will incorporate by reference the terms and conditions of this Professional Services Agreement. By executing this Professional Services Agreement, Owner is not bound to retain Architect, and Architect is not bound to perform any services absent a subsequent, validly executed Professional Services Work Order (See Exhibit A).

This Professional Services Agreement and Hourly Rate Schedule are to be reviewed and agreed to on an annual basis but shall continue in force unless amended, replaced, or terminated as provided herein.

Article I. Architect's Services

Architect will be obligated to provide such services as are described in the attached Professional Services Work Order. The Architect's services will be performed in accordance with generally accepted Professional practices and standards for the locality in which the services are provided and for the intended use of the project at the time such services are performed and the Architect makes no other warranty either expressed or implied. *(Please refer to Exhibit 'A' for industry standard language as it relates to Architect's responsibilities.)*

If mutually agreed to in writing by the Owner and the Architect, Additional Services shall be provided by the Architect. These Additional Services are not included as part of the original Agreement and shall be paid for by the Owner in addition to payment for prior contractual services based on the Hourly Rate Schedule or an agreed upon lump sum.

Article II. Owner's Responsibilities

The Owner shall provide complete, accurate, and timely information regarding its requirements for the project and shall designate by name a project representative authorized to act on its behalf. The Owner shall examine documents or other instruments of service submitted by Architect and shall render any decisions necessary promptly in order to avoid unreasonable delay. Owner agrees to be bound by all the payment provisions as are described in Article III. *(Please refer to Exhibit 'B' for industry standard language as it relates to Owner's responsibilities.)*

Article III. Billing and Payment Terms

PAYMENT DUE. Invoices shall be submitted by the Architect monthly, are due upon presentation, and shall be considered past due if not paid within thirty (30) calendar days of the due date.

INTEREST. If payment in full is not received by the Architect within sixty (60) calendar days of the due date, invoices shall bear a late payment FINANCE CHARGE computed at the periodic rate of 1.0% per month, which is an ANNUAL PERCENTAGE RATE of 12% (or the maximum rate allowable by law, whichever is less) of the UNPAID BALANCE amount per month, which shall be calculated commencing sixty (60) days after the date of the original invoice.

COLLECTION COSTS. If the Owner fails to make payments when due, and the Architect incurs any costs in order to collect overdue sums from the Owner, the Owner agrees that all such collection costs incurred shall immediately become due and payable to the Architect. Collection costs shall include, without limitation, legal fees, collection agency fees and expenses, court costs, collection bonds and reasonable Architect staff costs at standard billing rates for the Architect's time spent in efforts to collect. This obligation of the Owner to pay the Architect's collection costs shall survive the term of this Agreement or any earlier termination by either party.

SUSPENSION OF SERVICES. If the Owner fails to make payments when due or otherwise is in breach of this Agreement, the Architect may suspend performance of services upon thirty (30) calendar days' notice to the Owner. The Architect shall have no liability whatsoever to the Owner for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Owner. Upon payment in full by the Owner, the Architect shall resume services under this Agreement, and the time schedule and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expense necessary for the Architect to resume performance.

TERMINATION OF SERVICES. If the Owner fails to make payment to the Architect in accordance with the payment terms herein, this shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by the Architect.

Article IV. Liability

Owner agrees to limit Architect's liability, including employees, agencies, and subconsultants, to Owner on the project due to professional negligence, acts, errors or omissions of Architect to the sum of \$50,000 or Architect's fees, whichever is greater.

Article V. Mediation

All claims, disputes, and other matters in question between the parties to this Agreement, arising out of or relating to this Agreement or a breach thereof, shall be submitted to non-binding mediation under the rules of the American Arbitration Association, or to a mediator agreed upon by the parties, prior to initiation of any further dispute resolution unless the parties mutually agree otherwise. The costs of said mediation shall be split equally between the parties. This Agreement to mediate, any agreement to mediate with any additional person or persons duly consented to be the parties to this Agreement, or any claims or actions to enforce the provision of this Agreement, shall be specifically enforceable and interpreted under the prevailing law of the State of California, and in the Courts of the County of Fresno, California.

Article VI. Termination of Agreement


This Agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure of the other party to perform in accordance with the terms of this Agreement and/or the applicable Professional Services Work Order. The Owner shall within thirty (30) calendar days of invoicing following termination pay the Architect for all services rendered and all costs incurred up to date of termination, in accordance with the compensation provisions of this Agreement.

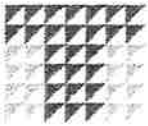
Article VII. Miscellaneous Provisions

- A. Neither party shall hold the other responsible for damages or delays in performance caused by acts of God, strikes, lockouts, accidents, or other events or conditions beyond the other party's control.
- B. In the event any provisions of this Agreement shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provisions, term, condition, or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.
- C. This Agreement and any applicable Professional Services Work Order constitute the entire Agreement between the parties, and there are no conditions, agreements, or representations between the parties except as expressed in said documents. It is not the intent of the parties to this Agreement to form a partnership or joint venture.
- D. **Ownership of Documents:** Drawings, specifications, and any other instruments of service provided by Architect shall remain the property of Architect and shall not be used by the Owner on any other project or for completion of this project by others without the written authorization of Architect. The Owner agrees to waive all claims against the Architect resulting in any way from any unauthorized changes or reuse of the drawings and data for any other project by anyone other than the Architect. In addition, the Owner agrees, to the fullest extent permitted by law, to indemnify and hold the Architect harmless from any damage, liability, or cost, including reasonable attorneys' fees and costs of defense, arising from any changes made by anyone other than the Architect or from any reuse of the drawings and data without the prior written consent of the Architect. Under no circumstances shall transfer of the drawings and other instruments of service on electronic media for use by the Owner be deemed a sale by the Architect, and the Architect makes no warranties, either express or implied, of merchantability and fitness for any particular purpose.

- E. Successors and Assigns: The Owner and Architect each bind themselves, their successors and assigns to the Agreement. Neither Owner nor Architect shall assign or transfer its interests in this Agreement without the prior written consent of the other.
- F. The Architect shall have no responsibility for the discovery, presence, handling, removal, or disposal of or exposure of persons to hazardous materials in any form at the project site including, but not limited to, asbestos, asbestos products, lead paint, polychlorinated biphenyl (PCB) or other toxic substances.
- G. Neither the professional activities of the Architect, nor the presence of the Architect or his or her employees and subconsultants at a construction/project site, shall relieve the General Contractor of his or her obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequence, techniques, or procedures necessary for performing, superintending, and coordinating the work in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. The Architect and his or her personnel have no authority to exercise any control over any construction contractor or his or her employees in connection with their work or any health or safety precautions. The Owner agrees that the General Contractor is solely responsible for jobsite safety. The Owner shall require the Contractor to indemnify, defend, and hold the Owner and Architect harmless from any claim or liability for injury or loss arising from Owner or Architect's alleged failure to exercise site safety responsibility, excepting only liability caused by the sole negligence or willful misconduct of the indemnitee. The Owner shall require the Contractor to make the Owner and Architect additional insureds under the Contractor's general liability insurance policy, which insurance protection shall be the primary protection for the Owner and the Architect. Contractor will require all subcontractors to conform with this provision before they start any work.
- H. The Owner is responsible for the accuracy of all data delivered to the Architect unless verification of the accuracy of the data is included in the Scope of Services. Sealed, hard-copy documents provided by the Architect to the Owner govern over electronic files.
- I. If, due to the Architect's error, any required item or component of the project is omitted from the Architect's construction documents, the Architect shall not be responsible for paying the cost to add such item or component to the extent that such item or component would have been otherwise necessary to the project or otherwise adds value or betterment to the project. In no event will the Architect be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the project.
- J. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Owner or the Architect. The Architect's services under this Agreement are being performed solely for the Owner's benefit, and no other entity shall have any claim against the Architect because of this Agreement or the performance or nonperformance of services hereunder. The Owner agrees to include a provision in all contracts with contractors and other entities involved in this project to carry out the intent of this paragraph.
- K. Owner agrees that in any action or proceeding to collect any past due amounts owed to Architect, or to enforce or interpret any provision of this Agreement, the prevailing party shall be entitled to reimbursement for its costs and reasonable attorneys' fees.

Architect by:  PRESIDENT
Name/Title
Date 1.15.18

Owner by:  Superintendent
Name/Title
Date 1/18/18



**MASTER AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN OWNER AND ARCHITECT**

Appendix 'A'

ARTICLE 1 ARCHITECT'S RESPONSIBILITIES

- 1.1 The Architect shall provide the professional services as set forth in this Agreement.
- 1.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.
- 1.3 The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.
- 1.4 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.
- 1.5 The Architect shall maintain the following insurance for the duration of this Agreement. If any of the requirements set forth below exceed the types and limits the Architect normally maintains, the Owner shall reimburse the Architect for any additional cost:
 - .1 General Liability 1,000,000 each occurrence
2,000,000 general aggregate
 - .2 Automobile Liability 1,000,000 hired and non-owned
 - .3 Workers' Compensation 1,000,000 each accident
 - .4 Professional Liability 1,000,000 per claim
2,000,000 annual aggregate

ARTICLE 2 SCOPE OF ARCHITECT'S BASIC SERVICES

- 2.1 The Architect's Basic Services consist of those described in Article 2 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in Article 2 are Additional Services.
 - 2.1.1 The Architect shall manage the Architect's services, consult with the Owner, research applicable design criteria, attend Project meetings, communicate with members of the Project team and report progress to the Owner.
 - 2.1.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on the accuracy and completeness of services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission or inconsistency in such services or information.
 - 2.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's

approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

- 2.1.4 The Architect shall not be responsible for an Owner's directive or substitution made without the Architect's approval.
- 2.1.5 The Architect shall, at appropriate times, contact the governmental authorities required to approve the Construction Documents and the entities providing utility services to the Project. In designing the Project, the Architect shall respond to applicable design requirements imposed by such governmental authorities and by such entities providing utility services.
- 2.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

2.2 Schematic Design Phase Services

- 2.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.
- 2.2.2 The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, and the proposed procurement or delivery method, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.
- 2.2.3 The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project, including the feasibility of incorporating environmentally responsible design approaches. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.
- 2.2.4 Based on the Project's requirements agreed upon with the Owner, the Architect shall prepare and present for the Owner's approval a preliminary design illustrating the scale and relationship of the Project components.
- 2.2.5 Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital modeling. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.
 - 2.2.5.1 The Architect shall consider environmentally responsible design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work.
 - 2.2.5.2 The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule and budget for the Cost of the Work.
- 2.2.6 The Architect shall submit to the Owner an estimate of the Cost of the Work.
- 2.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

2.3 Design Development Phase Services

- 2.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and such other elements as may be appropriate. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish in general their quality levels.
 - 2.3.2 The Architect shall update the estimate of the Cost of the Work.
 - 2.3.3 The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.
- 2.4 Construction Documents Phase Services
- 2.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that in order to construct the Work the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 2.6.4.
 - 2.4.2 The Architect shall incorporate into the Construction Documents the design requirements of governmental authorities having jurisdiction over the Project.
 - 2.4.3 During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) bidding and procurement information that describes the time, place and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications and may include bidding requirements and sample forms.
 - 2.4.4 The Architect shall update the estimate for the Cost of the Work.
 - 2.4.5 The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.
- 2.5 Bidding or Negotiation Phase Services
- 2.5.1 General:
The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.
 - 2.5.2 Competitive Bidding
 - 2.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents.
 - 2.5.2.2 The Architect shall assist the Owner in bidding the Project by

- .1 procuring the reproduction of Bidding Documents for distribution to prospective bidders;
- .2 distributing the Bidding Documents to prospective bidders, requesting their return upon completion of the bidding process, and maintaining a log of distribution and retrieval and of the amounts of deposits, if any, received from and returned to prospective bidders;
- .3 organizing and conducting a pre-bid conference for prospective bidders;
- .4 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to all prospective bidders in the form of addenda; and
- .5 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

2.5.2.3 The Architect shall consider requests for substitutions, if the Bidding Documents permit substitutions, and shall prepare and distribute addenda identifying approved substitutions to all prospective bidders.

2.5.3 Negotiated Proposals

2.5.3.1 Proposal Documents shall consist of proposal requirements and proposed Contract Documents.

2.5.3.2 The Architect shall assist the Owner in obtaining proposals by

- .1 procuring the reproduction of Proposal Documents for distribution to prospective contractors, and requesting their return upon completion of the negotiation process;
- .2 organizing and participating in selection interviews with prospective contractors; and
- .3 participating in negotiations with prospective contractors, and subsequently preparing a summary report of the negotiation results, as directed by the Owner.

2.5.3.3 The Architect shall consider requests for substitutions, if the Proposal Documents permit substitutions, and shall prepare and distribute addenda identifying approved substitutions to all prospective contractors.

2.6 Construction Phase Services

2.6.1 General

2.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below.

2.6.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

2.6.1.3 The Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

2.6.2 Evaluations of the Work

2.6.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in

general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work.

2.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees or other persons or entities performing portions of the Work.

2.6.2.3 The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

2.6.2.4 Interpretations and decisions of the Architect shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

2.6.2.5 Unless the Owner and Contractor designate another person to do so, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

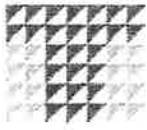
2.6.3 Certificates for Payment to Contractor

2.6.3.1 The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 2.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject (1) to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) to results of subsequent tests and inspections, (3) to correction of minor deviations from the Contract Documents prior to completion, and (4) to specific qualifications expressed by the Architect.

2.6.3.2 The issuance of a Certificate of Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

- 2.6.3.3 The Architect shall maintain a record of the Applications and Certificates for Payment.
- 2.6.4 Submittals
 - 2.6.4.1 The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review.
 - 2.6.4.2 In accordance with the Architect-approved submittal schedule, the Architect shall review and approve or take other appropriate action upon the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect, of any construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.
 - 2.6.4.3 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review Shop Drawings and other submittals related to the Work designed or certified by the design professional retained by the Contractor that bear such professional's seal and signature when submitted to the Architect. The Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals.
 - 2.6.4.4 The Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth in the Contract Documents the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to requests for information.
 - 2.6.4.5 The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.
- 2.6.5 Changes in the Work
 - 2.6.5.1 The Architect may authorize minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. The Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.
 - 2.6.5.2 The Architect shall maintain records relative to changes in the Work.
- 2.6.6 Project Completion

- 2.6.6.1 The Architect shall conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion; receive from the Contractor and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and assembled by the Contractor; and issue a final Certificate of Payment based upon a final inspection indicating the Work complies with the requirements of the Contract Documents.
- 2.6.6.2 The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.
- 2.6.6.3 When the Work is found to be substantially complete, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.
- 2.6.6.4 The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.
- 2.6.6.5 Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.



**MASTER AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN OWNER AND ARCHITECT**

Appendix 'B'

ARTICLE 3 OWNER'S RESPONSIBILITIES

- 3.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program which shall set forth the Owner's objectives, schedule, constraints and criteria, including space requirements and relationships, flexibility, expandability, special equipment, systems and site requirements. Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of or enforce lien rights.
- 3.2 The Owner shall establish and periodically update the Owner's budget for the Project, including (1) the budget for the Cost of the Work; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.
- 3.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.
- 3.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions and necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.
- 3.5 The Owner shall furnish services of geotechnical engineers, which may include but are not limited to test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.
- 3.6 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants maintain professional liability insurance as appropriate to the services provided.
- 3.7 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.
- 3.8 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

- 3.9 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.
- 3.10 Except as otherwise provided in this Agreement, or when direct communications have been specially authorized, the Owner shall endeavor to communicate with the Contractor and the Architect's consultants through the Architect about matters arising out of or relating to the Contract Documents. The Owner shall promptly notify the Architect of any direct communications that may affect the Architect's services.
- 3.11 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.
- 3.12 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

POLICY GUIDE SHEET

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Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

BP 0400 - Comprehensive Plans

(BP revised)

Policy updated to include the local control and accountability plan (LCAP) as a comprehensive plan of the district and to emphasize the need for consistency among the documents that set direction for the district.

BP/AR 0460 - Local Control and Accountability Plan

(BP/AR revised)

Policy and regulation updated to delete references to 5 CCR 15497.5 (repealed) which formerly contained the LCAP template. The LCAP template continues to be approved by the State Board of Education and is available on the California Department of Education (CDE) web site. Policy also adds a definition of "numerically significant student subgroups" whose needs must be addressed in the LCAP. Regulation also deletes requirement to use the state's Academic Performance Index (API) as a measure of student achievement, as the API has been replaced by a new state accountability system.

BP 0500 - Accountability

(BP revised)

Policy updated to reflect the new state accountability system (the California School Dashboard), which consists of both state and local indicators to assist districts in identifying strengths and areas in need of improvement in each priority area addressed by the LCAP.

BP/AR 1113 - District and School Web Sites

(BP/AR revised)

Policy updated to (1) clarify the district's responsibility to make district and school web sites accessible to individuals with disabilities; (2) reflect laws prohibiting web site operators from using web site information to amass a profile about a student, engage in targeted advertising to students, or sell or disclose a student's information, including **NEW LAW (AB 2799, 2016)** which prohibits such activities for web sites used primarily for preschool and prekindergarten purposes; and (3) clarify options related to posting student photographs on district and school web sites together with their names. Regulation updated to (1) add section on "Design Standards," including standards for web site accessibility to individuals with disabilities; (2) reflect **NEW LAW (AB 2257, 2016)** which requires posting a prominent, direct link to the current board meeting agenda or to an integrated agenda management platform, effective January 1, 2019; and (3) clarify requirements related to posting copyrighted material.

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BP 3280 - Sale or Lease of District-Owned Real Property

(BP revised)

Policy updated to delete the requirement to first offer surplus property to a charter school with at least 80 students. Material regarding the appointment of the district advisory committee expanded to specify the circumstances under which the district is not required to appoint a committee, including the exception for the sale, lease, or rental of excess property to be used for teacher or other employee housing pursuant to **NEW LAW (AB 1157, 2017)**. Policy expands section on "Use of Proceeds" to reflect additional legal requirements, and deletes the authority (repealed) to use the proceeds from the sale of surplus property for any one-time general fund purpose provided that the district adopted a plan and made certain certifications to the State Allocation Board.

BP 3513.4 - Drug and Alcohol Free Schools

(BP added)

New policy prohibits the possession, use, or sale of drugs or alcohol by any person on district property and addresses enforcement and discipline for violations of this policy. Policy also reflects **NEW LAW (Proposition 64, 2016)** which prohibits any person from possessing, smoking, or ingesting cannabis on school grounds while children are present.

AR 3515.6 - Criminal Background Checks for Contractors

(AR revised)

Regulation updated to reflect **NEW LAW (AB 949, 2017)** which requires criminal background checks for sole proprietors who contract with the district to provide specified services, if they will have contact with children, and provides that it is the responsibility of the district to prepare and submit the fingerprints of the sole proprietor to the Department of Justice. Regulation also reorganized to clarify criminal background check requirements applicable to entities contracting for construction, reconstruction, rehabilitation, or repair of a school facility.

BP 4140/4240/4340 - Bargaining Units

(BP revised)

Policy updated to reflect **NEW LAW (SB 285, 2017)** which prohibits districts from deterring or discouraging employees from becoming or remaining members of an employee organization. Policy also reflects **NEW LAW (AB 119, 2017)** which requires districts to provide employee organizations with specified contact information for new employees in the bargaining unit and to give employee organizations access to new employee orientations (limited in scope to onboarding sessions where newly hired employees are advised of their employment status, rights, benefits, duties, responsibilities, or any other employment-related matters).

BP/AR 5113.1 - Chronic Absence and Truancy

(BP/AR revised)

Policy updated to reflect the inclusion of a chronic absence indicator in the California School Dashboard effective in the fall of 2018, add examples of interventions for attendance problems, and delete section on "School Attendance Review Board" since that material is now covered in BP/AR 5113.12 - District School Attendance Review Board. Regulation updated to delete references to 5 CCR 15497.5 (repealed), which formerly contained the LCAP template that is now available on the CDE web site, and to delete section on the appointment and general duties of attendance supervisors, now covered in AR 5113.11 - Attendance Supervision.

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AR 5113.11 - Attendance Supervision

(AR added)

New regulation addresses the appointment of a district attendance supervisor and reflects **NEW LAW (AB 2815, 2016)** which expresses the Legislature's intent that the attendance supervisor fulfill specified duties.

BP/AR 5113.12 - District School Attendance Review Board

(BP/AR added)

New policy and regulation are for use by districts that have established their own local school attendance review board (SARB), and reflect the basic purposes, functions, and operations of the SARB.

BP/AR 5117 - Interdistrict Attendance

(BP/AR revised)

Policy updated to reflect **NEW LAW (AB 99, 2017)** which makes a number of changes to the school district of choice program, including (1) requiring a participating district to register as a school district of choice with the Superintendent of Public Instruction and the county board of education by July 1, 2018; (2) expanding the factors that must not be considered by districts in the selection process; and (3) revising the requirements for annually reporting the disposition of transfer requests. Regulation updated to reflect provisions of AB 99 related to public announcements regarding the program, priorities for admission, and the timeline for notification of a student's provisional acceptance or rejection. Regulation also reflects **NEW LAW (SB 344, 2017)** which gives the county board in a class 1 county, as defined, 60 calendar days to decide an appeal when a district denies a transfer under an interdistrict attendance agreement. Section on "Transfers Out of the District" moved from BP to AR, and revised to reflect **NEW LAW (AB 2659, 2016)** which provides that a district must not prohibit the transfer of a child of a military family to any district that approves the transfer.

AR 5125.2 - Withholding Grades, Diploma or Transcripts

(AR revised)

Regulation updated to clarify the circumstances under which the district may withhold a student's grades, diploma, and/or transcripts until the student's parents/guardians have paid for the damages to or loss of district property willfully caused by the student. Regulation also clarifies the student's due process rights, as well as the requirement to continue to withhold the grades, diploma, and/or transcripts when such a student transfers from one district to another.

BP 5131.6 - Alcohol and Other Drugs

(BP revised)

Policy updated to reflect the goals and purposes of the federal Student Support and Academic Enrichment Grants program, as established by the Every Student Succeeds Act. Policy also deletes material on drug and alcohol master plans and county primary prevention programs, since the related laws repealed on their own terms.

BP/AR 6020 - Parent Involvement

(BP/AR revised)

Policy and regulation updated to reflect requirements for parent involvement in schools receiving federal Title I, Part A funding, as amended by the Every Student Succeeds Act, including expanding activities to include engagement of family members. Policy also reflects parent involvement as a state priority that must be addressed in the district's LCAP.

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BP 6153 - School-Sponsored Trips

(BP revised)

Policy updated to reflect **NEW LAW (AB 341, 2017)** which eliminates the prohibition against the use of district funds to pay for the expenses of students participating in field trips or excursions to another state, to the District of Columbia, or to a foreign country.

AR 6173.1 - Education for Foster Youth

(AR revised)

Regulation updated to reflect the Every Student Succeeds Act, which amends the definition of a foster youth's "best interest" and requires districts and child welfare agencies to come to an agreement as to how transportation will be provided to enable foster youth to attend their school of origin.

BP/AR 6173.2 - Education of Children of Military Families

(BP/AR revised)

Policy updated to reflect the Every Student Succeeds Act, which provides that military-connected students will be assigned a national identification number to facilitate monitoring of their academic progress and requires districts to issue an annual report card that includes state achievement results for such students. Policy also adds optional language on collaborating with the military's school liaison officers and providing staff development related to the educational rights of military-connected students. Regulation updated to add material regarding the transfer of course credits, exemption from local graduation requirements when a student transfers after the completion of the second year of high school, and use of the uniform complaint procedures for allegations of noncompliance by the district, pursuant to **NEW LAW (AB 365, 2017)**. Regulation also reflects **NEW LAW (SB 455, 2017)** which provides that a student will be deemed to meet district residency requirements if his/her parent/guardian is transferred or is pending transfer to a military installation within the state, and **NEW LAW (AB 2659, 2016)** which provides that districts must not prohibit the transfer of a military-connected student out of the district regardless of whether the district has an interdistrict transfer agreement with another district.

Kingsburg Joint Union HSD

Board Policy

Complaints Concerning Instructional Materials

BP 1312.2

Community Relations

The Governing Board uses a comprehensive process to adopt district instructional materials that is based on selection criteria established by law and Board policy and includes opportunities for the involvement of parents/guardians and community members. Complaints concerning the content or use of instructional materials, including textbooks, supplementary instructional materials, library materials, or other instructional materials and equipment, shall be properly and fairly considered using established complaint procedures.

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

(cf. 6161.11 - Supplementary Instructional Materials)

(cf. 6163.1 - Library Media Centers)

Parents/guardians are encouraged to discuss any concerns regarding instructional materials with their child's teacher and/or the school principal. If the situation remains unresolved, a complaint may be filed using the process specified in the administrative regulation.

The district shall accept complaints concerning instructional materials only from staff, district residents, or the parents/guardians of children enrolled in a district school.

When deliberating upon challenged materials, the Superintendent and/or review committee shall consider the educational philosophy of the district, the professional opinions of teachers of the subject and of other competent authorities, reviews of the materials by reputable bodies, the teacher's stated objectives in using the materials, community standards, and the objections of the complainant.

Complainants are encouraged to accept the Superintendent's or review committee's decision. However, if the complainant finds that decision unsatisfactory, he/she may appeal the decision to the Board.

(cf. 9322 - Agenda/Meeting Materials)

The district's decision shall be based on educational suitability of the materials and the criteria established in Board policy and administrative regulation.

(cf. 6144 - Controversial Issues)

(cf. 9000 - Role of the Board)

(cf. 9005 - Governance Standards)

When any challenged instructional material is reviewed by the district, it shall not be subject to further reconsideration for 12 months, unless the Superintendent determines that reconsideration is warranted.

Complaints related to sufficiency of textbooks or instructional materials shall be resolved pursuant to the district's Williams uniform complaint procedure at AR 1312.4.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1312.4 - Williams Uniform Complaint Procedures)

Legal Reference:

EDUCATION CODE

18111 Exclusion of books by governing board
35010 Control of district; prescription and enforcement of rules
35186 Williams Uniform Complaint Procedures
44805 Enforcement of course of studies; use of textbooks, rules and regulations
51501 Subject matter reflecting on race, color, etc.
60000-60005 Instructional materials, legislative intent
60040-60048 Instructional requirements and materials
60119 Public hearing on sufficiency of materials
60200-60206 Elementary school materials
60226 Requirements for publishers and manufacturers
60400-60411 High school textbooks
60510-60511 Donation of sale of obsolete instructional materials

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PROGRAM ADVISORIES

1002.90 Selection of Instructional Materials, CIL: 90/91-02

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Standards for Evaluation of Instructional Materials with Respect to Social Content, 1986 edition, revised 2001

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Curriculum and Instruction: <http://www.cde.ca.gov/ci>

Policy
adopted:

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
Kingsburg, California

Kingsburg Joint Union HSD

Administrative Regulation

Complaints Concerning Instructional Materials

AR 1312.2

Community Relations

Step 1: Informal Complaint

If a staff member, district resident, or parent/guardian of a student enrolled in a district school has a complaint regarding the content or use of any specific instructional material, he/she shall informally discuss the material in question with the principal.

Step 2: Formal Complaint

If the complainant is not satisfied with the informal complaint, the complainant shall be supplied with a packet of materials consisting of the District's instructional goals and objective, materials selection policy statement, and the procedure for handling objections. This packet also will include a standard printed form, which shall be completed and returned before consideration will be given to the complaint. Complaints regarding printed material shall name the author, title, and publisher and shall identify the objection by page and item numbers. In the case of nonprinted material, written information specifying the precise nature of the objection shall be given. Complainants shall sign all complaints and provide identifying information so that the district is able to make a proper reply. Anonymous complaints will not be accepted.

Upon receiving a complaint, the principal shall acknowledge its receipt and answer any questions regarding procedure. The principal then shall notify the Superintendent or designee and the teacher(s) involved of the complaint.

If the formal request for reconsideration has not been received by the principal within two weeks, it shall be considered closed. If the request is returned, the reasons for selection of the specific work shall be reestablished by the appropriate staff.

During the investigation of the complaint, the challenged material may remain in use until a final decision has been reached. However, upon request of the parent/guardian who has filed the complaint, his/her child may be excused from using challenged materials until a resolution has been reached. The teacher shall assign the student an alternate material of equal merit.

Step 3: Superintendent Determination

The Superintendent or designee shall determine whether a review committee should be convened to review the complaint.

If the Superintendent or designee determines that a review committee is not necessary, he/she shall

issue a decision regarding the complaint.

Step 4: Review Committee

If the Superintendent or designee determines that a review committee is necessary, he/she shall appoint a committee composed of administrators and staff members selected from relevant instructional and administrative areas. The Superintendent or designee may also appoint community members to serve on the committee.

The review committee shall review the criteria specified in Board policy and shall determine the extent to which the challenged material supports the curriculum, the educational appropriateness of the material, and its suitability for the age level of the student.

Within 30 days of being convened, the review committee shall summarize its findings in a written report. The Superintendent or designee shall notify the complainant of the committee's decision within 15 days of receiving the committee's report.

Step 5: Appeal to the Governing Board

If the complainant remains unsatisfied, he/she may appeal the Superintendent's or the review committee's decision to the Board. The Board's decision shall be final.

(cf. 9322 - Agenda/Meeting Materials)

Policy
adopted:

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
Kingsburg, California

Kingsburg Joint Union HSD

Exhibit

Complaints Concerning Instructional Materials

E 1312.2

Community Relations

REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS

This form is for use only by district employees, district residents, or parents/guardians of children enrolled in a district school to challenge the content or use of an instructional material. For complaints regarding sufficiency of instructional materials, please use the Williams Uniform Complaint Procedure complaint form.

Date: _____

Name of person filing complaint: _____
Anonymous complaints will not be accepted.

Group represented (if any): _____

Phone: _____ E-mail address, if any: _____

Address: _____

Material Being Challenged:

Title:

Author:

Publisher: Date of Edition:

Name of school/classroom material was used: _____

1. What brought this resource to your attention?
2. Did you read/view the entire selection?
3. If not, what percentage did you read/view, or what parts?
4. What concerns you about this resource? (Use other side or additional pages if necessary.)
5. Are you aware of how this work has been assessed by literary critics and educators?

6. What would you like the school to do about this material?

- Do not assign it to my child
- Withdraw it from all students
- Reconsider it

7. Are there resources you suggest to provide additional information and/or other viewpoints on this topic? (Attach if necessary.)

8. In its place, what resource would you recommend?

Signature of complainant

For District Use:

Request received by: Date:

Title: _____

Action taken: Date:

(Policy)
adopted:

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
Kingsburg, California


BANK RECONCILIATION REPORT

As of Statement Ending Date: 12/29/2017

Bank Code: A - Cash-Checking-WestAmerica Bank GL Account: 100-00-00 Cash-Checking-WestAmerica Bank

Opening Bank Statement Balance:	188,636.97
Cleared Deposits:	28,059.33
Cleared Checks and Charges:	63,544.11
Cleared Adjustments:	68.74
	<hr/>
Calculated Bank Balance:	153,220.93
Less: Outstanding Checks:	5,539.22
Plus: Deposits In Transit:	23.01
Plus: Uncleared Adjustments:	0.00
	<hr/>
Calculated Book Balance:	147,704.72
Actual Book Balance:	147,704.72
	<hr/>
	<hr/>
VARIANCE:	0.00

Ending Bank Statement Balance:	153,220.93
Calculated Bank Balance:	<u>153,220.93</u>
Out of Balance Amount:	<u>0.00</u>

Prepared by:  Date: 1/31/18

Reviewed by:  Date: 1/31/18

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 11/1/2017 through 11/30/2017

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
100-00-00 Cash-Checking-WestAmerica Bank	130,590.50	59,825.40	10,056.52		180,359.38
105-00-00 CD-WestAmerica Bank	10,011.75				10,011.75
110-00-00 CD-WestAmerica Bank	18,302.41				18,302.41
115-00-00 CD-WestAmerica Bank	10,000.00				10,000.00
120-00-00 Petty Cash	100.00				100.00
910-00-00 Web Store Clearing Bank	29.00				29.00
Total Cash Accounts	169,033.66	59,825.40	10,056.52	0.00	218,802.54
Other Accounts					
004-40-00 CLASS OF 2004	0.00				0.00
005-40-00 CLASS OF 2005	0.00				0.00
006-40-00 CLASS OF 2006	0.00				0.00
007-40-00 CLASS OF 2007	0.00				0.00
008-40-00 CLASS OF 2008	0.00				0.00
009-40-00 CLASS 2009	0.00				0.00
010-00-00 CLASS 2010	10.00				10.00
011-40-00 CLASS 2011	0.00				0.00
012-40-00 CLASS 2012	0.00				0.00
013-40-00 CLASS 2013	0.00				0.00
014-00-00 CLASS 2014	0.00				0.00
015-00-00 Class 2015	0.00				0.00
015-40-00 CLASS 2015	0.00				0.00
016-00-00 CLASS 2016	0.00				0.00
017-00-00 CLASS 2017	667.18				667.18
018-00-00 CLASS 2018	1,781.88				1,781.88
019-00-00 CLASS 2019	445.53				445.53
020-40-00 Class 2020	675.00				675.00
101-00-00 DUE TO STUDENT BODY	0.00				0.00
102-30-00 FELLOWSHIP OF CHRISTIAN ATHLET	55.27				55.27
103-40-00 AUTOSHOP OPPORTUNITIES	2,450.08				2,450.08
104-40-00 LIFE SKILLS	914.04				914.04
106-10-10 GOLF~BOYS	1,099.60			(236.50)	863.10
106-10-20 GOLF~GIRLS	(278.50)			236.50	(42.00)
107-00-00 BAND	225.98				225.98
107-01-00 CHOIR	82.00				82.00
107-02-00 COLOR GUARD	0.00				0.00
108-00-00 PRE-MED SCHOLARSHIP	0.00				0.00
108-30-00 PRE-MED CLUB	1,198.50				1,198.50
109-30-00 A RANDOM KINDNESS	337.45				337.45
109-30-01 FBLA-PRINTING ACCOUNT	0.00				0.00
111-00-00 STUDENT BODY GENERAL	3,382.71	4,757.94	248.96		7,891.69
111-01-00 SCHOLARSHIP ACCOUNT	7,604.67				7,604.67
111-02-00 SPECIAL PROJECTS	437.91				437.91
112-30-00 VIRTUAL ENTERPRISE	0.00				0.00
113-40-00 LIBRARY OPPORTUNITIES	19.30				19.30
114-30-00 BEYOND BELIEF	0.00				0.00
116-00-00 RIBBONS OF HOPE	1,057.80	359.82			1,417.62
117-00-00 PEPSI FUND	313.02				313.02
118-00-00 ENGLISH OPPORTUNITIES	727.42				727.42
119-00-00 PRE-LAW CLUB	57.69				57.69
121-10-00 CONCESSIONS	(1,497.24)	4,923.94	475.99		2,950.71
122-10-10 TENNIS~BOYS	0.00				0.00
122-10-20 TENNIS~GIRLS	438.73				438.73
123-10-10 SOCCER~BOYS	216.82	1,801.75			2,018.57

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 11/1/2017 through 11/30/2017

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
123-10-20 SOCCER~GIRLS	50.67		200.00	500.00	350.67
124-10-00 WEIGHTLIFTING	1,562.28				1,562.28
125-10-10 FOOTBALL	2,306.60	25.00			2,331.60
126-10-00 BASKETBALL	1.00				1.00
127-10-10 BASEBALL	(4,460.06)	715.00	<i>Blankets/store Cart</i>		(3,745.06)
128-10-20 SOFTBALL	0.00				0.00
129-10-00 CROSS COUNTRY	14,519.00	6,048.00	391.00	(500.00)	19,676.00
130-40-00 AVID	4,603.57	4,110.00			8,713.57
130-40-09 AVID 9	0.00				0.00
130-40-10 AVID 10	0.00				0.00
130-40-11 AVID 11	0.00				0.00
130-40-12 AVID 12	289.87				289.87
131-40-00 YEARBOOK	63,812.89	1,282.75			65,095.64
132-40-00 VIKING VOICE	0.00				0.00
133-30-00 IOTA LAMBDA CHI	1,664.13				1,664.13
134-30-00 MU ALPHA THETA	1,266.81		220.93		1,045.88
135-00-02 SCI OPPORT-GRANT #2	0.00				0.00
135-40-00 SCIENCE OPPORTUNITIES	2,147.86	325.00	1,025.00		1,447.86
135-40-01 SCI OPPORT-GRANT #1	0.00				0.00
136-30-00 KEY CLUB	1,422.92	220.82	150.00		1,493.74
136-30-01 KEY CLUB-LT GOV FUND	0.00				0.00
137-30-00 CSF	1,634.99				1,634.99
138-10-20 VOLLEYBALL	100.00				100.00
139-00-00 AP OPPORTUNITIES	690.96	250.00			940.96
140-30-00 ART CLUB	470.21				470.21
141-00-00 HISTORY OPPORTUNITIES	1,596.35				1,596.35
142-00-00 GREEN CLUB	823.93				823.93
145-00-00 FFA	516.21	9,127.93	828.00		8,816.14
145-01-00 FFA-ORNAMENTAL HORTICULTURE	1,845.96	649.00			2,494.96
145-02-00 FFA DONATION ACCOUNT	475.00				475.00
148-10-10 WRESTLING	2,394.62				2,394.62
149-10-00 Jose Valencia Scholarship	150.00				150.00
150-10-00 ATHLETICS	14,685.89	21,526.00	555.72		35,656.17
150-10-02 ATHLETICS-TOURNAMENT ACCOUNT	0.00				0.00
151-30-00 MULTI-CULTURAL CLUB	981.06		301.25		679.81
152-40-00 PEP SQUAD	18.49	1,232.77	1,533.40	300.00	17.86
153-40-00 GYM CLOTHES	1,826.95	24.00		(300.00)	1,550.95
158-30-00 FRIDAY NIGHT LIVE	0.00				0.00
159-10-00 AQUATICS	649.56				649.56
160-40-00 MATH PROJECT	0.00				0.00
165-00-00 KAEC	350.64				350.64
165-01-00 KAEC OPPORTUNITIES	0.00				0.00
168-30-00 DRAMA CLUB	15,581.98	1,511.00			17,092.98
170-40-00 SHAKESPEAREAN STUDY TOUR	0.00				0.00
173-30-00 SCIENCE CLUB	286.96				286.96
175-30-00 TEACHERS OF TOMORROW	878.79				878.79
176-10-00 TRACK	8,526.93				8,526.93
405-00-00 DISTRICT	4,126.27	727.10	4,126.27		727.10
900-00-00 Web Store Clearing for Remitt	(505.23)	207.58			(297.65)
920-00-00 Web Store Fees	(683.24)				(683.24)
Total Other Accounts	169,033.66	59,825.40	10,056.52	0.00	218,802.54

Donation List.xls

Date	Donor	Amount	Reason	Club/Class
3/9	Purewal Inc	\$ 100.00	Pizza	Key Club
4/3	Barbara Taylor	\$ 1,840.00	Senior Expenses	Class 2017
5/2	Baker, Manock, Jensen	\$ -	Ink Cartridges	District
5/24	Bonnie Holsonbake	\$ 1,000.00	Scholarships	Class 2017
6/14	Cuenca Family	\$ 500.00	Scholarships	Class 2017
6/20	Barbara Taylor	\$ 640.00	Senior Expenses	Class 2017
6/20	Taylors	\$ 1,000.00	Senior Expenses	Class 2017
6/20	Matthews	\$ 200.00	Senior Expenses	Class 2017
8/31	Nelson's	\$ -	Plexiglass	Cheer
9/19	Andrea Salvador	\$ 100.00	Supplies	Athletics
11/17	Purewal Inc	\$ 130.00	Pizza	Key Club
12/6	Barbara Taylor	\$ 744.00	Senior Expenses	Class 2018
12/6	Dr. Sabrina Nassar	\$ -	Toothbrushes/paste	AVID
12/21	Hillblom Foundation	\$ 66,520.00	Scholarships	Scholarship

ISSUE: Presented to the Board for approval are the following Drama Department Assistant and Volunteer:

Stephanie Dorrrough	Paid Assistant
Chris Dorrrough	Volunteer

ACTION: Approve or deny the paid assistant and volunteer for the Drama Department for the 2017-18 school year.

RECOMMENDATION: Recommend approval.

FOR BOARD ACTION:

Motion _____	Second _____	Vote _____		
Nagle: _____	Serpa: _____	Jackson: _____	Thomsen: _____	Lunde: _____

ISSUE:

Presented to the Board are the following chaperones for the Overnight Trip to Music in the Parks Choral Festival at Disneyland, April 6-8, 2018.

Michelle Barnett
Mathew Barnett
Jenny Righetti

ACTION:

Approve or deny the chaperones for the Disneyland Overnight Trip to Music in the Parks.

RECOMMENDATION:

Recommend approval

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____

Nagle: _____ Serpa: _____ Jackson: _____ Thomsen: _____ Lunde: _____

ISSUE: Presented to the Board is Ashley Paradine as a JV Softball Assistant Coach for Kingsburg Joint Union High School District for the 2017-18 school year.

ACTION: Approve or deny the Ashley Paradine as the JV Softball Assistant Coach for the 2017-18 school year.

RECOMMENDATION: Recommend approval

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Nagle: _____ Serpa: _____ Jackson: _____ Thomsen: _____ Lunde: _____